A

HAND BOOK

OF

RULES

RELATING TO

PAY, SERVICE EXAMINATIONS, AND TRAVELLING ALLOWANCES

OF

OFFICERS IN CIVIL EMPLOY

IN THE

LOWER PROVINCES,

COMPILED BY

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NOTE.

All matters affecting Pensions, Leave, and Acting Allowances of Officers are omitted here. The Codes of the Financial Department should be referred to for information on those subjects.

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PREFACE.

THE object of this work is to supply officers with all that information regarding their pay and allowances which is not to be found elsewhere in a collected form.

In Part I. are embodied rules regarding Pay and Allowances, Service Examinations, &c., and in Part II. rules regarding Travelling Allowances. Part II, it will be seen, supplies a real desideratum. In Appendix III. will be found certain orders affecting the duties and position of public Officers personally, on such subjects as connection of Government Officers with the Press, holding of land and speculation by Government officers, &c. A table of Acting Allowances of Officers for officiating in Civil appointments is appended for convenience of reference. All Rules affecting officers in the Forest, Postal, Public Works and Telegraph Departments are omitted here, as those Departments are not under the audit of the Civil Accountant General, and as there are separate Codes in use for those Departments.

No pains have been spared to make the Handbook useful as a constant book of reference to all Revenue, Judicial, Survey, Police, Ecclesiastical, Educational, Medical and other Officers for whose use it is intended.

CALCUTTA;
The 1st June, 1881.

I. C. BOSE,
Asst. Comptroller General.

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ABBREVIATIONS.

G. I., F. D., F. D., G. I.		GOVERNMENT OF INDIA IN THE DEPARTMENT OF FINANCE.
H. D.	...	GOVERNMENT OF INDIA IN HOME DEPARTMENT.
H. R. A.	...	GOVERNMENT OF INDIA IN THE HOME, REVENUE, AND AGRICULTURAL DEPARTMENTS.
G. B.	...	GOVERNMENT OF BENGAL.

PART I.

RULES

REGARDING

PAY, ADVANCES, EXAMINATIONS, &c.

PART I.

RULES REGARDING PAY, ADVANCES, EXAMINATIONS, &c.

CHAPTER I.

Viceroy and Governor General, Lieutenant-Governor, Bengal, Members of Viceregal Council, Chief Justice and Judges of High Court, Bengal.

1. THE Governor-General of India draws a salary of Rs. 20,900 a month from the day on which he takes his oaths of Office. If they are administered in the afternoon, and there be an incumbent in the office, the salary usually commences from the following day. 3 and 4 William IV Cap. 85 Section 76.

2. If the Governor-General is on the receipt of any pension or salary, or annuity payable out of the Indian Civil or Military Funds, or by the Crown, his salary as Viceroy is reduced by the amount of such pension or other allowance, unless otherwise determined by an Act of Parliament. Ditto ditto Section 77.

3. If the Governor-General leaves India for Europe, his salary ceases from the date of his departure, which is considered a resignation of office, If he leaves India, other than in the known actual service of the State, his salary is not payable during his absence to any Agent for his use; and should he not return, it ceases from the date of his departure from India. Ditto ditto Section 79.

3 and 4 William IV Cap. 85 Section 79.

4. If the Governor-General resigns his office in India, he is required to do so by a declaration in writing under his own hand and seal to be delivered to the Secretary of the Public (Home) Department, and his salary ceases from the date of resignation.

Ditto ditto and Victoria 24 and 25 Cap. 67 Sections 50 and 51.

5. On a vacancy occurring in the office of Governor-General, and if no person provisionally appointed to succeed thereto be on the spot, the Governor of Madras or Bombay, who may be senior as regards service, acts as Governor-General until a successor is appointed, and assumes charge of the office. Pending the arrival of, and assumption of office by, such Governor of Madras or Bombay, the Senior Ordinary Member of the Council of the Governor-General acts *ad interim* as Governor-General.

24 and 25 Victoria Cap. 67, Section 51.

6. If the Governor of Madras or Bombay deems it necessary to assume the office of Governor-General under the above circumstances, before taking his seat in Council, he may do so making known the fact by proclamation.

Ditto ditto Section 27. 3 and 4 William IV Cap. 85 Section 62.

7. An Acting Governor-General draws the full salary of the office, foregoing for the time the salary appertaining to his own substantive appointment.

16 and 17 Victoria Cap. 95 Section 35.

8. The Lieutenant-Governor of Bengal draws a salary of Rs. 8,333-5-4 a month, from the date on which he enters upon the duties of his office. If he enjoy when appointed, any pension or other allowance, his salary is reduced by the amount of such allowance.

Finl. Dept. No. 1461, dated 29th March 1879.

9. The Lieutenant-Governor of Bengal is allowed Rs. 4,500 for the renewal and repair of the furniture in his official residence.

Ditto ditto No. 4254, dated 1st Sept. 1863.

10. He also receives Rs. 500 a month as sumptuary or household allowance.

24 and 25 Vict. Cap. 67 Section 3.

11. The Executive Council of the Governor-General consists of five Ordinary Members, three of whom are appointed by the Secretary of State for *India* in Council from among such

persons as have been at least ten years in the service *in India*, of the Crown, or of the Company and the Crown; and if any one of them be in the Military Service, he is prohibited from holding any Military command or being employed on actual Military duties. Of the two remaining Members, who are appointed by Royal Warrant, one must be a Barrister or a Member of the Faculty of Advocates in Scotland, of not less than five years' standing.

32 & 33 Vict. Cap. 97 Section 8.

Note.—The number of Ordinary Members of the Council of the Governor-General may be increased to six, the additional member thus appointed under the provisions of the Act being called the "Member of Council" for Public Works purposes. Whenever a Member of Council for Public Works purposes shall have been appointed under this Act, it shall be lawful for Her Majesty if she shall see fit to diminish from time to time the number of Ordinary Members to five, by abstaining from filling up any vacancy in the office of an Ordinary Member appointed under the Indian Council's Act, 1861 and 32 and 33 Vic. Cap. 97, not being a vacancy in the office required to be held by a Barrister-at-Law. And whenever the Secretary of State shall have informed the Governor-General that it is not her Majesty's intention to fill up a vacancy no temporary appointment shall be made to fill up such vacancy, and if any temporary appointment shall have been made before the receipt of such intention, the appointment shall cease on receipt of that information.

37 & 38 Vict. Cap. 91 Secs. 1 and 2.

12. The salary of an Ordinary Member of the Council of the Governor-General is Rs. 6,666-10-8 a month, commencing from the day on which he takes his oaths of office.

16 & 17 Vict. Cap 95 Section 35. 3 and 4 William IV Cap. 85 Section 76.

Note.—The pay has been reduced to Rs. 6,400. The deduction of 4 per cent from salaries of Members of the Civil Service is to cease. (*Finl. Dept. No.* 1523, *dated* 31*st March* 1880.)

13. An officer provisionally appointed to succeed to the office of Member of Council on the occurrence of a vacancy, is not entitled to draw any salary by virtue of such appointment, until he actually takes his seat in Council.

24 & 25 Vict. Cap. 67 Section 5.

14. A Public Officer nominated under Sec. 10 of the Indian Council's Act, 1861 to be a Member of the Council of the Governor-General for the purpose of making Laws and Regulations

Finl. Dept. No. 894, dated 5th June 1879.

shall receive, while actually present on duty with the Council and not at any other time, a deputation allowance of Rs. 10,000 a year or ⅔rds of the difference between his pay and Rs. 50,000 whichever is greater, provided that he shall not receive more than—

(1) Rs. 7,400 as Deputation allowance in any one year ending 31st March ; or

(2) Rs. 4,166-10-8 as salary, including Deputation allowance in any one month.

24 & 25 Vict. Cap. 67 Section 13.

15. The office of an Additional Member is tenable for two years, from the date of nomination except when the nominee is appointed to fill a vacancy caused by death or resignation ; in this case he holds the appointment only for the unexpired term of the vacant office.

Finl. Dept. No. 389, dated 30th May 1864.

16. A Native Non-Official Additional Member of the Governor-General's Council draws Rs. 10,000 annually on the breaking up of the Council.

24 & 25 Vict. Cap. 67. Secs. 10, 29 and 42.

17. If a Non-Official Additional Member of the Governor-General's Council accepts any office under the Crown in India, he vacates, by so doing, his seat in the Council.

Finl. Dept. Notification No. 3403, dated 29th Dec. 1871.

18. The Chief Justice or Acting Chief Justice of the High Court at Calcutta shall receive as pay Rs. 72,000 per annum ; each Puisne Judge, and Acting Puisne Judge, Rs. 50,000 per annum, such pay being payable only in India.

NOTE.—An Acting Judge of the Hight Court if confirmed in the appointment actually becomes a Judge of such Court from the date of his letters patent, and he ceases to have a lien on his former appointment, if he has any, from that date. (*Financial Department No.* 1291, *dated* 15*th June* 1875.)

When a District Judge is appointed officiating (not sub-protem) Judge of a High Court, he is to be considered as neither on leave without pay nor the substantive incumbent of any office other than the District Judgeship ; no other officer can be appointed sub-protem to the District Judgeship. (*Financial Department No.* 62,690, *dated* 28*th October* 1874.)

Persons eligible to be Judges.

19. The following gentlemen are eligible to be Judges of a High Court :— 24 & 25 Vict. Chapter 104, Section 2.

1.—Barristers of not less than five years' standing.

2.—Covenanted Civilians of not less than ten years' standing, who have been Zillah Judges or have exercised like powers for at least three years.

3.—Uncovenanted Officers who have held Judicial Office not inferior to that of a Principal Sudder Ameen (Subordinate Judge), or a Judge of a Small Cause Court for not less than five years.

4.—Pleaders of High Courts who have been such for not less than ten years.

Provided that not less than one-third of the Judges including the Chief Justice shall be Barristers, and not less than one-third shall be Members of the Covenanted Civil Service.

20. Service as an Additional Judge trying a particular class of cases, does not qualify a Covenanted Civilian for a seat on the bench of the High Court ; but service as a Zillah Judge, even when engaged on Civil Judicial business only, qualifies. Home Dept. No. 1547, dated 25th July 1864.

NOTE.—An officer transferred from one Province to another and qualifying for a seat in the High Court of the Province from which he is transferred should be considered eligible for promotion to the High Court of that Province on the occurrence of a vacancy: (*Home Department No.* $\frac{29}{1499}$, *dated 2nd August* 1877.)

CHAPTER II.

General Rules regarding Pay, Advances, Deputation, &c.

1. The allowances of an Officer are payable up to the day of death inclusive, whether he be on leave or on duty when he dies, and whatever be the nature of his duties. *(Financial Department, No.* 5931, *dated* 31*st October* 1872.*)*

Note.—The allowances due to a deceased officer or pensioner are, strictly speaking, payable only to his estate, in accordance with the ordinary law regarding the administration of such estates.

But if the debt does not exceed Rs. 200, it may, upon the responsibility of the Collector (or other Officer charged with the payment of the allowance) be paid to the wife of the deceased, or any other near relation dependent upon and living with him, if the Collector or other Officer deems it unnecessary to wait for the regular process of administration to the estate. (*Civil Account Code Note* 4, *Rule* 3, *Chapter* 2.)

2. An officer may not draw pay and allowances for any time he may spend beyond the limits of his jurisdiction, save with the sanction of the Government he serves; and the confirmation of the Government of India is required to such sanction when it involves any increase of expenditure from imperial revenues beyond what would have been incurred if the officer had remained within his jurisdiction. *(Civil Account Code, para.* 4, *chap.* 2.*)*

3. If an officer proceeds to England on privilege leave he cannot draw his allowances in England. He may however make his arrangements for drawing it through his agents in India. *(Financial Department, No.* 4437, *dated* 26*th October* 1870.*)*

4. I.—Unless in any particular case, it be otherwise distinctly provided, the whole time of a public officer must be held to be paid for by the State and he may be employed in any manner required by proper authority, within his own branch of duty, without claim for additional remuneration, whether the services rendered are such as might, ordinarily, be paid for from the Imperial or Provincial Revenues, or any Local Fund.

II.—A Local Government may, however, sanction an addition to the pay of any officer employed under its orders for the performance of any special duty, outside the duties of his regular appointment, as a charge against any Fund administered under the Local Government including Municipal or Port Trust Funds, or Wards Estates.

Provided that, without the previous sanction of Government of India and Secretary of State, no such addition shall raise the total emoluments of any officer to more than Rs. 5,000 yearly.

III.—A Local Government may also sanction a grant to any officer from Provincial Revenues, as a *bonus honorarium*, for work done out of office hours and beyond the regular duties of his office, payment for which is a proper charge against those revenues.

IV.—A similar grant, under like conditions, may be made by a Local Government from Imperial Funds within a limit of 200 in each case, and on the understanding that no excess over the Budget grant for the Head of Service concerned, is caused thereby.

V.—Remuneration shall not be given under these rules for superintending examinations rendered compulsory on persons belonging to the public service, but may be granted in the case of examinations of candidates for admission to the service, or when it has been specially authorised heretofore, or when the fees received from the persons examined meet the whole charge.

VI.—Except in the case of the examinations referred to above these rules shall not be applicable to any officer whose pay exceeds Rs. 400 monthly.

VII.—In other cases not provided for by existing special orders, the sanction of Government of India should be obtained to the grant of remuneration in addition to the fixed pay of any public Officer.

(G. I. No. 2679, *dated* 31*st August* 1878.*)*

5. It is a well understood principle that the Government does not allow its officers to take any pay or fees whatever from any other Government, body, or individual, unless the services of such officer are by special permission lent to such Government, body or individual. *(Financial Department No.* 2873, *dated* 28*th August* 1875.*)*

6. An officer whose whole time is retained for the public service may be appointed to hold conjointly with any other Government office a minor Professorship in a Medical College under the Medical Warrant of 1867, or a Professorship or Lecturership in any Government Institution.

The allowances allowed to such Professorship or Lecturership in such case are treated as salary for the purposes of the Civil leave and acting allowance Codes, and in the case of Uncovenanted Officers as emoluments under Sec. 80 (*a*) of the Civil Pension Code; and are not affected by the restrictions contained in Sec. 30 of the Acting Allowance Code. When the Lecturer or Professor holds no substantive public appointment his allowances are treated as Local allowances and not salary. *(Financial Department No.* 679, *dated* 7*th February* 1880.*)*

7. No officer shall draw an increased or changed rate of salary without *preaudit,* or without a letter from the Accountant-General authorising him to draw it. The Account Department should communicate to the officer concerned the effect of an order altering his salary, as soon after its receipt as possible. (*Financial Department No.* 2640, *dated* 31*st August* 1878.)

8. Without the special sanction of the Secretary of State no Officer may be exempted from the repayment of any advance made to him from the Home Treasury. (*Financial Department No.* 2190, *dated* 12*th June* 1875.)

9. If an officer draws an advance in England to enable him to return to duty in India the advance should be recovered at the rate or rates of exchange fixed for the adjustment of Financial transactions between the Imperial and the Indian Governments for the year in which the advance was made. (*Civil Leave Code, Sec.* 48, *Rule* 3.)

10. The following Rules regulate the grant of advances of pay to Officers proceeding to join appointments on arrival in India. *(Financial Department No.* 251, *dated* 17*th January* 1880.*)*

I.—An advance of pay for the month in which the officer arrives in India and for the ensuing month up to a maximum of Rs. 1,000 may be made to any public officer in the Civil Department on arrival in India, or first appointment or on return from leave or special duty out of India.

II.—The advance may be drawn under the orders of the Accountant-General from any treasury in India to be specified in such orders.

III.—Such advances as well as similar advances issued by the Home Government are to be recovered by monthly instalments of one-third of salary.

Note.—To authorise advances of pay to officers ordered any where on duty is an incident of the administration, and the power of granting such advances is conceded to Local Governments. *(Financial Department No.* 3202, *dated* 19*th September* 1877.*)*

Every officer who is not lower in rank than the principal district officer in the Department concerned is empowered to grant to an officer under orders of transfer an advance not exceeding the amount of expenditure which he is likely to incure by reason of his transfer. Such an advance should be notified upon the officer's last pay certificate and recovered from the salary of the officer in three equal instalments. *(Financial Department No.* 1075, *dated* 9*th March* 1881.*)*

11. The following rules regulate the allowances of public Officers who are deputed on special duty to Europe, or who are detained on duty in Europe :— *(Financial Department No.* 940, *dated* 26*th February* 1879.*)*

* * * * * *

II.—A Civil Officer or a Military Officer in Civil employ who with the sanction of the Secretary of State is deputed to Europe on special duty, is entitled, from the date on which he makes over charge of his Office in India to the date on which he resumes it, to an allowance not exceeding $\frac{2}{3}$rds of the amount which he would draw were he on duty in India.

[*Note.*—Under very special circumstances the Secretary of State may relax this rule.]

III.—A Civil Officer or a Military Officer in Civil employ, who, under the orders of the Secretary of State is detained in Europe on Civil duty, or permitted to remain on special civil duty out of India, is entitled to an allowance not exceeding $\frac{2}{3}$rds of his pay in India.

12. Each Local Government and each Department of the Government of India is competent to sanction the grant to an officer deputed to serve on a commission of special inquiry, assembled at a distance from his Head-Quarters, of deputation allowance equal to $\frac{1}{5}$th of his salary up to a maximum of Rs. 10 a day, for the entire period of his absence from his Head-Quarters on such duty in addition to actual travelling allowances. *(G. I. No.* 260, *dated* 17*th January* 1879.*)*

13. Local Governments and Agents Governor General for Central India and Rajpootana are empowered to grant a deputation allowance not exceeding Rs. 10 a day for periods of absence from their stations, besides actual travelling expenses, to officers subordinate to them deputed to attend upon Native Chiefs or other distinguished personages on journeys. The Government of India will exercise this power in respect of officers not subordinate to any of the aforesaid authorities. *(G. I. No.* 1239, *dated* 27*th June* 1878.*)*

14. A Local Government is authorised to depute officers on temporary duties, and to entertain temporary establishments in any department the cost of which is provincial without reference to the Government of India. *(G. I. No.* 95, *dated* 16*th April* 1879.*)* The deputation of an officer under this order, however, must not be made on such terms as to raise his emoluments above Rs. 5,000 a year; or the previous sanction of the Government of India as well as of the Secretary of State will be required; (2), the Local Government may grant to the deputed officer travelling allowances of any nature to the extent to which they are drawn by officers of similar position or in receipt of similar emoluments on permanent establishments; and (3), a temporary appointment must not last for more than six months. *(G. I. No.* 2148, *dated* 11*th August* 1879.*)*

15. It is not right for an officer of Government to draw an allowance for house-rent while occupying public

quarters free. Before claiming any such allowance, under such circumstances, an officer should obtain explicit orders authorising it. *(G. I. No.* 377, *dated* 12*th June* 1877.*)*

16. All claims against officers proceeding from India should be finally audited within a period of, at the outside, six months from the date of payment; and officers will *primâ facie* be held responsible for any overpayment made to them, if repayment be claimed from them within that period.

On all occasions, on which claims for overpayments made to officers who have proceeded to England, are transmitted for recovery by the Secretary of State, they should be accompanied by full particulars of claims, sufficiently detailed to enable the Secretary of State to judge with whom the responsibility for the error rests; and the Secretary of State will alone decide whether the claim should be enforced or not.

In the case of an officer on leave repayment should not, as a rule, be enforced until he returns to duty in India, when he will be again on receipt of Indian pay and allowances.

Cases will occur of failure to prefer a claim within six months from date of payment against an officer who has proceeded to England. In such cases an Accountant-General should not call upon the officer for adjustment of the claim, but submit full particulars of it, with an explanation of the delay in its operation, for the orders of the Government of India.

Exceptional cases cannot be met by general rules and must be dealt with on their merits.

(Financial Department No. 1017, *dated* 22*nd February* 1878.*)*

17. The allowances of an Uncovenanted Officer cease from the date of his dismissal from service, no allowance being granted for the time occupied in prosecution of appeals against the order of dismissal.

An officer suspended as a penalty for misconduct is entitled to no salary while absent from duty.

Subject to the proviso that, without the permission of the Local Government no expenditure in excess of

what would have taken place if the officer had remained on duty may be incurred:

I.—Subsistence allowance at a rate not exceeding ¼ of his salary may be granted by the authority suspending him to an officer removed from office pending inquiry into his alleged misconduct; provided that if the officer be a European his subsistence allowance shall not commonly be less than Rs. 25 a month, if his salary be less than Rs. 100 a month the rate may be increased accordingly.

Note.—The subsistence allowance is authorised as a matter of grace only and cannot be claimed as of right.)

II.—If the suspension of an officer adjudged as a penalty for misconduct is upon reconsideration or appeal held to have been unjustifiable or not wholly justifiable, or if an officer dismissed from office or suspended pending inquiry into his alleged misconduct is, after inquiry or upon re-consideration or appeal reinstated, then the revising or appellate authority may grant to the officer, for the period of his absence from duty:

(1) if the officer is honourably acquitted—full salary:

(2) if otherwise, such portion of his salary as to the revising or appellate authority may seem expedient.

(Financial Department No. 2550, *dated 22nd August* 1878.*)*

Home Dept. No. 1A, dated 24th February 1868.

18. European Officers, in the Survey Department, of rank not lower than Supernumerary Assistant Superintendent, in the Police of rank not lower than Assistant Superintendent, in the Customs not lower than Assistant Commissioner, and in the Forests not lower than Assistant Conservator, may, on passing in any Vernacular language accord-

ing to the Higher Standard, be allowed *Moonshee allowance* or a sum of Rs. 180.

Note.—The above applies to European Uncovenanted Medical Officers. (*G. I. No.* 1517, *dated* 14*th July* 1873); Chaplains are entitled like Military Officers to a reward of Rs. 180 on passing by the 1st and 2nd Standards, or Rs. 360 on passing by the Higher Standard at once. (*H. D. No.* 208, *dated* 19*th June* 1874.)

19. An officer is not entitled to compensation for loss of property caused by accident merely because such accident may have happened to him while he was employed in the service of the State. The Government cannot indemnify its officers against every loss which they may suffer while in its service. (*Financial Department No.* 370, *dated* 4*th May* 1880.)

20. Local Governments are competent to deal with applications for house building advances from Civil Officers under the following rules. (*Financial Department No.* 5206, *dated* 26*th August* 1874). It is not intended that interest should be charged on such advances. (*Financial Department No.* 465, *dated* 26*th May* 1876.)

Note.—When advances are given to officers for building purposes by instalments recovery will commence from the 4th issue of pay after receipt by the officer of the first instalment of the loan, but when the loan is given in one lump sum, from the 2nd issue of pay. (*G. G. O. No.* 1031 *of* 1872.)

Rules regulating Advances for Building purposes to Officers in certain localities.

FINANCIAL DEPARTMENT No. 1680, DATED 30TH JUNE 1870.

By a General Order in the Military Department, No. 985, dated 14th October 1867, it was ruled that on the formation of new Cantonment, or where suitable accommodation is not obtainable in existing Military Stations at reasonable rents, advances would be made by Government, within limits and on conditions specified in the order, to enable Officers to erect or purchase houses for their own accommodation.

The indulgence authorised in the order was extended by Financial Notification No. 3115 of 20th December 1867, to Officers in the Civil Administration of the Hyderabad Assigned Districts, and afterwards by various orders to Officers in the Civil Department generally.

And it was extended further to Ministerial Officers, whenever the Head of a Department, after having satisfied himself of the reality of the need, might recommend the advance as an absolute necessity in places where the building of a house must be resorted to from no house being available.

The original order of 14th October 1867, thus extended to the Civil Department, had authorised conditional advances for the purchase as well as for the building of houses. A subsequent order, however, in the Military Department, No. 21, dated 6th January 1869, limited the issue of advances thenceforth to those cases in which on the formation of new Cantonments, or where suitable accommodation is not obtainable in existing Military Stations at reasonable rents, officers desire to erect houses for their accommodation.

The indulgence to Officers in the Civil Department must be similarly limited to those who desire to build houses at places where none are available, or where house-rent is dear.

The advances will be subject to the following conditions:—

I.—All such advances must be *bonâ fide* required for the purpose of building suitable houses for the personal residence of the Officers concerned; and if more is advanced than shall be actually expended for the purpose, the surplus shall be refunded to Government.

II.—Such advances shall not in the aggregate exceed six months' salary, and the whole advance must be re-paid in two years.

III.—Recovery will be made by the Treasury Officer or other disbursing Officer, deducting monthly instalments equal to one-twenty-fourth part of the advance from the salary bills of the Officer concerned.

IV.—In order to secure Government from loss consequent on an Officer dying or quitting the service prior to complete re-payment of the advance, the house so built must be mortgaged to Government, by whom the mortgage will be released on the full amount of the advance being liquidated.

V.—An Officer quitting or removed from the Station where he has built a house, before the whole amount of the advance has been liquidated, will continue liable to the deduction of his monthly instalment until the advance has been re-paid; but with the special sanction of the Local Government he may be allowed to dispose of the house, provided he is thereby enabled to clear off at once the whole amount due; or to transfer it to any Officer of his own or higher rank, the future deductions being made from the salary of such Officer.

VI.—An Officer will not, under any circumstances, be allowed a second advance whilst any amount remains due on a previous one.

VII.—Applications for advances must be made through the applicant's departmental superior, who will record his opinion as to the necessity for the assistance solicited. The applicant must certify that the sum is to be expended in building only, and pledge himself that, should there be any surplus funds after the house is completed, they will be at once refunded to Government.

VIII.—The last pay certificate granted to Officers under

advances must specify the original amount of such advance, the amount repaid, and the balance remaining due.

A form of Mortgage Bond* will be issued to Officers who may wish to avail themselves of the advance.

Form of Mortgage Bond.

This INDENTURE made the day of one thousand eight hundred and seventy between A. B. of a Civil Officer of of the one part and the Secretary of State for India in Council of the other* part *witnesseth* that under the provisions of the Notification of the Governor General in Council, dated the thirtieth day of June one thousand eight hundred and seventy, Number 1680 and in consideration of the sum of Rupees paid to the said A. B. by the said Secretary of State in Council (the receipt whereof the said A. B. doth hereby acknowledge) for the purpose of enabling the said A. B. to defray the expenses of building a suitable house for his own residence in he the said A. B. doth hereby for himself his heirs executors and administrators covenant with the said Secretary of State in Council and his successors that he the said A. B. his heirs executors or administrators will pay unto the said Secretary of State his Successors or assigns the said sum of Rupees on the day of * *And this Indenture also witnesseth* that for the consideration aforesaid he the said A. B. doth hereby convey unto the said Secretary of State his successors and assigns all that dwelling-house lately erected† and built by him the said A. B. in being on a parcel of land containing more or less and bounded on the north by on the south by on the east by and on the west by together with all the out-offices stables cook-rooms and out-buildings of all kinds lately erected‡ or built by the said A. B and used or intended to be used with the said dwelling-house and all the rights easements and appurtenances to the same or any of them belonging *to hold* the said premises *unto* the said Secretary of State his successors and assigns absolutely as their own property: *Provided always* that if and as soon as the said sum of Rupees shall have been repaid by the deduction of monthly instalments of the salary of the said A. B. as in the said Notification mentioned or by any other means whatsoever then the said Secretary of State his successors and assigns will at any time thereafter upon the request and at the cost of the said A. B. his executors administrators and assigns re-convey the said premises unto the said A. B. his executors administrators and assigns or as he or they shall direct. *And it is hereby declared* that if the said A. B. shall die

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* Two years from the date of the loan.

† When the house has not yet been erected, or is in course of being built, for "lately erected," say "hereafter to be erected" or "now being erected," as the case may be.

‡ Where the offices, &c., have not yet been erected, or are in course of being built, for "lately erected" say "hereafter to be erected." or "now being erected," as the case may be.

or quit the service before the said sum of Rupees
shall have been fully paid of then and in either of such cases it shall be lawful of the said Secretary of State his successors or assigns to sell the said premises or any part thereof either together or in parcels and either by public auction or by private contract with power to buy in or rescind any contract for sale and to re-sell without being responsible for any loss which may be occasioned thereby *and to do* and execute all such acts and assurances for effectuating any such sale as the said Secretary of State his successors or assigns shall think fit: *And it is hereby declared* that the receipt of the said Secretary of State his successors or assigns for the purchase-money of the premises sold or any part thereof shall effectually discharge the purchaser or purchasers therefrom. *And it is hereby declared* that the said Secretary of State his successors and assigns shall hold the moneys to arise from any sale in pursuance of the aforesaid power *upon trust* in the first place thereout to pay all the expenses incurred on such sale and in the next place to apply such moneys in or towards satisfaction of the moneys for the time being owing on the security of these presents and then to pay the surplus (if any) to the said A. B. his executors administrators or assigns. *And it is hereby declared* that the said Notification shall be deemed and taken to be part of these presents. *In witness whereof* the said A. B. and C. D. by order of the Governor General of India in Council [or of the Governor of in Council or of the Lieutenant-Governor of or of the Chief Commissioner of] (on behalf of the said Secretary of State in Council) have hereunto set their hands and seals the day and year first above written.

CHAPTER III.

The Covenanted Civil Service.

General Rules.

Covenanted Civil Servants are classified as follows :— Court's Despatch No. 16, dated 13th August 1841.

Civilians of	thirty-five years'	Standing,	Class	I.
„	of twenty years'	„	...	II.
„	of twelve years'	„	...	III.
„	of eight years'	„	...	IV.
„	of four years'	„	...	V.
„	of under four years'	„	...	VI.

Genl. Dept., dated 27th September 1841.

2. The rank in the Service of Covenanted Civil Servants of each season, reckons from the date of arrival in India of the first Civil Servant of that season, and should be considered to count by terms. *(Home Department No.* 5439, *dated* 14*th November* 1864.*)* Finl. Dept., dated — Octr 1860.

3. A Covenanted Civil Servant who is restored to the service after an absence of five years—takes rank according to his position in the service at the time of his departure from India, and on his return, he is placed below any Civilian who may have passed the same or a longer time in India up to the date of his quitting the country. 53 Geo. III. Cap. 155, Section 85.

4. A Covenanted Civil Servant on first appointment to the service draws a pay of Rs. 400 a month from the date on which he reports his arrival at the capital town of the Presidency or Province to which he is attached.

NOTE.—All young Civilians will be informed that as a rule they will receive orders as to their destination on arrival at Bombay. Recruits for the Upper Provinces of India may not be told absolutely to report themselves at Allahabad, or that their pay will begin there. They should be told to report themselves at Bombay, and only if they find no instructions awaiting them there, at Allahabad, and they should be informed that their pay will begin at any place to which they may be directed by the orders

awaiting them at Bombay to proceed, and only in the absence of such orders, at Allahabad. These instructions of the Secretary of State are in accordance with the Civil Pension Code Supplement A, Section 2, as to the date from which the pay of a Covenanted Civilian upon first arrival in India should begin. (*Financial Department No.* 1083, *dated* 29*th June* 1878.)

5. On passing the Lower Standard of Examination and being vested with the powers of a Magistrate 2nd class, he draws Rs. 450 a month, provided he has exercised the powers of a Magistrate of the 3rd class for 6 months at least, and on passing fully the Higher Standard, and being invested with the powers of a Magistrate of the first class, Rs. 500 a month. (*Bengal Government, dated* 18*th November* 1879.)

Court's Despatch, No. 18, dated 26th May 1858.

6. A Covenanted Civil Servant when out of employ in *India* or under suspension, draws subsistence allowance of his rank.

NOTE.—The following are the rates of subsistence allowance :—(*Civil Leave Code, Section* 30.)

To an Officer of not more than eight years actual residence in India ...	Rs. 250
To an Officer of more than eight but less than twelve years actual residence in India	„ 320
To an Officer of twelve or more years actual residence in India ...	„ 400

Court's Despatch, dated 22nd March 1854.
Home Dept. dated 26th Jany. 1855.

7. A Covenanted Civilian taking the benefit of the Insolvent Act, is suspended, pending the decision of the Home Authorities.

Service Funds.

8. Four per centum is deducted on account of annuity at the time of payment from every Officer's pay and all allowances except (1) minimum furlough allowance, (2) subsistence allowance while on furlough, (3) establishment allowance, (4) sumptuary allowance of Lieutenant-Governor and Chief Commissioner, and (5) travelling allowance.

Subscriptions to the Bengal Civil Fund are paid on salaries and all public emoluments whatsoever (except travelling allowance at mileage rates) of Covenanted Civilians at the following rates :—

Civil Fund Ordinary	...	...	4 per cent.
" " Additional	...	...	2½ "
For a girl ...	...	...	¼ "
For a boy ...	...	...	⅛ "

When a Civilian becomes a widower he contributes double rates for children and nothing for Additional Civil Fund.

9. No officer, unless his services are very urgently required, in which case immediate information should be given to the Home Department, shall be taken from the General Administration for any special duty, except through the Home Department which has cognizance of the General Administration. This order does not apply to officers under other dapartments of the Government of India, nor to any arrangements within the competence of Local Governments and Administrations. *(Home Department No.* 100, *dated* 25*th January* 1878.*)*

10. Every Covenanted Officer serving under the Government of Bengal, under the scheme of parallel promotion, is called upon at some period between his 10th and 12th year of service to state whether he elects to serve in the Judicial or the Executive Branch of the Public Service, and an annual return showing the names of these officers and the branch they have elected with the decision of the Government of Bengal, may be forwarded to the Government of India in the Home Department on the 1st January of each year. It will not be incumbent on the Government of Bengal, to accept absolutely the choice made by each officer. The decision must rest with the Government of Bengal in view of the interests of the public service and of the qualifications of the officer concerned. If there should be an insufficient supply of officers for one branch, or if the Lieutenant-Governor has reason to believe that an officer is not qualified for the branch for which he elects and is qualified for the other branch, such officer should be posted accordingly. Every officer, however, whose choice is not accepted should be so informed, and the reasons upon which the Government

has acted should be communicated to him. But when an officer has once been placed on the list of one branch of the service, it must be understood that he cannot be transferred to the other branch without the previous sanction of the Governor General in Council.

In regard to appointments to the Bengal Secretariat, it is open to the Lieutenant-Governor to select any officer whom he may think best qualified to give him the assistance he requires. But on ceasing to be Secretary such officer must revert to the branch of the service from which he was taken, unless the previous sanction of the Governor General in Council be obtained to his transfer to the other branch.

(H. D. No. 1752, *dated* 11*th December* 1875.*)*

Rules for Examination of Junior Civilians in Oriental Languages.

(Home, Revenue and Agricultural Department No. 1, dated 2nd January 1880.)

(*Note.*—The titles of new text-books are printed in italics.)

The following amended Rules* for the encouragement of the study of Oriental Languages among the Junior Members of the Bengal Civil Service have been substituted for those notified under date 24th March 1870 (No. 1614) and are published for general information, together with extracts from the Civil Leave Code relating to these examinations, and with detailed lists of authorised text-books.

These Rules will come into force from 1st July 1880. In those cases in which any change or changes may have been made in the text-books prescribed for any language, the group of text-books hitherto adopted will continue to be used until the examination of July 1881, when the new text-books will be adopted subject to the following exception, *viz.*:—in the case of those groups containing a text-book or books of which a revised edition is under preparation (see italicised entries in list appended to this Notification) the group of text-books, hitherto adopted, will continue to be used until the new edition has been issued. Due notice of such issue will in each case be given and also of the date on which such book, and the group of text-books to which it may belong shall come into force—

I.—The rules published in Notification No. 1614, dated 24th March 1870, are cancelled.

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* These Rules do not in any way affect the departmental examinations in law, language, &c., which Junior Civilians have to pass under the orders of the Local Government.

II.—The Standards of examination and donations to be given to successful Candidates will be as follows :—

		Rs.	
HIGHER STANDARD ...	Arabic	800	
	Sanskrit	800	
	Persian	500	
HIGH PROFICIENCY ...	Urdu	1,000	With certificate from the presiding Examiners.
	Hindi	1,000	
	Bengali	1,000	
	Uriya	1,000	
	Persian	2,000	
	Arabic	2,000	
	Sanskrit	2,000	
DEGREE OF HONOR ...	Urdu	2 000	With diploma from the Government of India.
	Hindi	2,000	
	Bengali	2,000	
	Persian	4,000	
	Arabic	5,000	
	Sanskrit	5,000	

III.—Subject to the condition that an officer serving in the Upper Provinces will not be eligible for examination in Bengali or Uriya, until he has obtained a certificate in one of the other languages, candidates may present themselves for examination in any of the languages enumerated in Rule II. A Civil Servant attached to the Upper Provinces who may have obtained a certificate of High Proficiency in Urdu, Hindi or Persian, under the Rules of the 2nd October 1861, or the Rules of the 24th March 1870, will be deemed to have satisfied the foregoing condition.

IV.—No Civil Servant will be permitted to present himself for examination by two Standards of the same language simultaneously, but he may have the option of competing for the higher examinations in any language without first undergoing any inferior test.

V.—No Civil Servant will ordinarily be permitted to appear more than twice as a candidate at any examination; but if a special recommendation be made by the Examiners, a candidate will be allowed to appear a third time.

VI.—No Civil Servant will be permitted to present himself for the Higher Standard, High Proficiency, or Honor Examinations, after the expiration of five, ten and fifteen years, respectively counted from the date of his first arrival in India.—No exception to this Rule will be made on account of leave, or any other cause.

VII.—Civil Servants who may have passed examinations under the rules of 1861 (cancelled in Section VII of the Rules of 1870) or of 1870 (cancelled in Section I of the present Rules) will not be eligible to compete at corresponding examinations in the same language or languages under the Rules now passed.

VIII.—Examinations will be held quarterly on the first Monday in January, April, July, October of each year at Calcutta. Examinations by the Higher Standard in

Persian will also be conducted by Station Committees half-yearly on the first Monday in April and October at Peshawar, Lahore and Allahabad, to be assembled under the orders of the Military Officers commanding. Should the first of January fall on a Monday, the Examination will be held on the following day.

Civil Servants desirous of attending examinations must apply for leave to do so to the Local Government at least three months before the date of examination, and a copy of such permission should be forwarded to the Secretary, Board of Examiners, Calcutta, in the case of Examinations held at the Presidency; but Civil Servants attached immediately to the Government of India must apply for leave to the Home, Revenue and Agricultural Department, through the Department of the Government of India under which they are serving, and such applications must be accompanied by a certificate from the Accountant General of the Province to which the applicant belongs that he has not exceeded the time of residence mentioned in Section VI.

IX.—The following are the Subjects of Examination for the Higher Standard:—

(*a*) Construing, with readiness and accuracy, from the undermentioned Books—

SANSKRIT	...	Riju Patha.
PERSIAN	...	Ikd-i-Gul. Ikd-i-Manzum.
ARABIC	...	Nafhat-ul-yaman, 1st part. *Selections from the Alif Laila (to be made.)*

(*b*) Translating accurately and with correctness of idiom and grammar not less than half an ordinary octavo page of plain English into the language in which the examination is held.

(*c*) Reading fairly, and translating readily and correctly, manuscripts in the above languages. These manuscripts may be selected from the proceedings of a case in Court, from reports or petitions addressed to Civil or Military Authorities, from letters passing between Natives of India in the ordinary course of business, or from private correspondence. They should not be written with the clearness of a printed book, nor yet in a very cramped or crabbed hand, but in such a manner as fairly and honestly to represent the written characters generally employed.

(*d*) Conversing with the Examiners or with Natives of India with fluency and with such correctness of pronunciation, grammar and idiom as to be at once intelligible. In Sanskrit the colloquial and manuscript portions must be omitted, and in Arabic (Save in the Bombay Presi-

dency) the colloquial portion may for the present be dispensed with.

X.—The following are the Subjects for the High Proficiency Examination :—

(*a*) Construing, with readiness and accuracy, from the undermentioned Books :—

URDU ... Ikhwan-u' S. Safa.
Nasr-i-be-Názir.
Arásh-i-Mahfil.
Musnawiyat of Sauda.

HINDI ... Raj-Niti.
Prem Ságar.
Ramayana, Book II.

BENGALI *Sitaharan.*
Sakuntala.
Sitar Banabas.
Bijay Ballabha.

URIYA ... Hitopadesha.
Batris Singhasan.
Ramayana, Sundara Kanda.

ARABIC... Nafhat-u'l-Yaman.
Selections, Alif Laila (*to be made.*)

PERSIAN Gulistan.
Bostan.
Mirza Hairat's translation of Malcolm's History of Persia, Vol. II.

SANSKRIT Hitopadesha.
1st nine cantos of Raghuvansa (expurgated edition by Iswara Chandra Vidyasagar.)

(*b*) Translating into English with accuracy a passage in narrative style not taken from the text-books and selected in all languages except Sanskrit, from the current literature of the day.

(*c*) Translating with accuracy of idiom and neatness of expression into the language in which the examination is held an English paper in narrative style.

(*d*) Translating in like manner a paper of English sentences.

(*e*) Conversation in the language (except in Sanskrit, and in Arabic until colloquial instruction can be given in that language.)

(*f*) Reading and translating at sight manuscript in the language.

(*g*) Dictation in the language of a translation made at sight from a paper in English placed before the candidate.

(*h*) A paper of Grammatical questions.

XI.—The following are the Subjects from the Honor Examination:—

(*a*)—URDU ... Fisaná-i-Ajáib.
Diwán of Atash, 1st half.
Kulliyát of Sauda.
Urdu-i-Mualla of Ghalib.

HINDI ...	*Sátsaiya of Behari Das, with commentary of Sri Lallu Lall.* Sabha Bilas. Ramayana of Tulsi Das.
BENGALI	Mahabharata. Kadambari. *Allâler Gharer Dulál.* *Kapála Kundala.*
PERSIAN	Akhlák-i-Jaláli. Insha-i-Abul Fazl. *Sháh Námah* one volume, or about one-fourth of the whole. Diwán of Háfiz.
ARABIC...	*Hamásah*, 1st two Books, pp. 1-109, Calcutta Edition. Timur Namah. Mukamát of Hariri, 1st half. Saba Muallakat.
SANSKRIT	*(a)* 1st and 2nd Adhyayas of the 1st Ashtaka of the Rigveda Sanhita. *(b)* Cantos I to VI and XI to XVIII inclusive, of the expurgated edition of the Kirátárjuniya, of Iswar Chandra Vidyasagar. *(c)* Sakuntala Nataka.

(*b*) A written examination in the books, the papers set to include questions in grammar and prosody.

(*c*) Translating into English with accuracy two passages—one in prose, the other in poetry—selected from some difficult work, not being a text-book. The passage in prose will, in all languages except Sanskrit, be selected from the current literature of the day.

(*d*) Translating a difficult passage from English with accuracy, elegance and neatness of expression, and perfect correctness of Grammar and Spelling.

(*e*) Conversing with accuracy and fluency (except in Sanskrit and for the present in Arabic.)

(*f*) Reading and translating at sight a manuscript in the language.

(*g*) Dictation in the language of a translation made at sight from a paper in English placed before the candidate.

XII.—The Honor Examination will be of a searching nature, and exercises both oral and written must be performed with such excellence as distinctly to establish a claim to eminent proficiency.

XIII.—Successful Candidates for the Degree of Honor shall be arranged in two Divisions according to the number of marks obtained. For the first division, 80 per cent of the marks must be obtained in all subjects and not less than 60 per cent in any one paper; for the second division, 60 per cent. must be obtained in all subjects

and not less than 45 per cent, in each paper. The reward and diploma will be granted only to those passing in the first division, and their names only will be published in the *Gazette of India.* Those passing in the second division will be deemed to have passed for the purposes of leave and travelling allowance Rules, but they will not be allowed the benefit of those Rules on a second occasion, should they elect to compete again for the reward of a Degree of Honor.

Examination Leave of Absence.

1- (*a*) A Convenanted Civil Servant or a Military Officer subject to Civil Rules, who is a candidate for a reward by the Higher Standard in Persian or Sanskrit, or by the High Proficiency Standard in the vernacular languages or Sanskrit or the Burmese language, or by the Degree of Honor Standard in the vernacular languages or Sanskrit or the Burmese language, is entitled to Joining Time to and from the place of examination, besides leave for the day or days of examination.

(*b.*) A candidate for a reward by the Higher Standard in Arabic, or for High proficiency in Arabic or Persian, may be allowed leave for one month, and, if he passes the examination, for two months.

(*c.*) The maximum Leave for two months authorised by Clause (*b*) may be prefixed to the examination if the candidate undertakes to spend it in study under professional tuition at a Presidency Town.

(*d.*) An Officer who is a candidate for the Degree of Honor in Arabic or Persian, may be allowed, instead of the leave for two months provided in Clause (*c*), leave for three months to Persia for Persian ; and to Arabia, Mesopotamia, Egypt or Syria for Arabic.

2. An officer on Leave under Rule 1 has a lien on his appointment, substantive or officiating, and is entitled to Leave Allowances, as if he were on Privilege Leave for an aggregate maximum period of 12 months.

3. Except Privilege Leave *as provided in col.* 3, and Furlough on Medical certificate no kind of leave may be granted in continuation of Examination leave.

Detailed List of authorised text-books.

The following List of text-books for the various examinations, with the places where they may be obtained, is published for general information—

Selections for the Higher Standard.

Ditto Lower ditto

URDU ...	Ikhwán-us-Safa	Board of Examiner's Office and Messrs. Thacker, Spink and Company.
	Nasr-i-be-Nazir	
	Araish-i-Mahfil	
	Manawiyát of Sauda	
	Kulliyat of Sauda	
	Fisána-i-Ajaib	
	Diwan-i-Atash (Lucknow Edition)	Procurable in the bazars.
	Urdu-i-Maulla of Ghalib ...	Akmal-ul-Matabi Press, Delhi.
HINDI ...	Satsaiya of Behari Das with Commentary of Lallu Láll ...	Procurable in the bazaars.
	Sabhá Bilás	
	Rámáyana of Tulsi Das Ramjasau's edition)	Medical Hall Press, Benares.
	Rajniti (Hale's Edition, printed at Presbyterian Mission Press, Allahabad)	Out of print.
	(An Edition procurable in the bazar, but very inaccurate)	.....
	Prem Sagar (Calcutta Edition) of 1842	Bazaars.
BENGAL ..	Rajdut	Bazaars.
	Nabanari	
	Sitaharan	
	Sakuntala	
	Sitár Banabás	
	Bijay Ballabha	
	Kadambari	
	Mahábharata	
	Alláler Gharer Dulal, by Babu Peary Chand Mittra	
	Kapála Kundula, by Bankim Chunder Chatterjee	
URIYA ...	Hitopadesha	Baptist Mission Press, Calcutta.
	Batris Singhasan	Orissa Mission Press, Cuttack.
	Ramayan, Sundra Kanda	

ARABIC...	*Selections from the Alif Laila (to be made)*	
	Nabhat-ul-Yaman	Bazaars.
	Hamásah	
	Saba Mullákat (Edited by F. A. Arnold, Leipsic, 1850)	Messrs. Williams and Norgate.
	Makamát of Hariri (Edited by de Sacy)	Messrs. Williams and Norgate.
	Timur Namah (Calcutta Edition of 1836)	Bazaars, but rare.
PERSIAN	Ikd-i-Gul Selections by Col. Lees	Board of Examiners and Messrs. Thacker, Spink & Co.
	Ikd-i-Manzum	
	Gulistan	
	Bostan	Bazaar.
	Mirza Hairat's Translation of Malcolm's History of Persia ...	Bombay, or Messrs. Thacker, Spink & Co.
	Akhlák-i-Jálali (Lucknow Edition,)	Bazaars.
	Insha-i-Abúl Fazl (ditto)	
	Shah Namah (Vuller's Edition) ...	Messrs. Williams and Norgate.
	Diwán of Hafiz (Bombay Edition, 1827 now used)	Bazaars.
	Sudis' Edition recommended, printed by Ritten Von Rosen Zweig ...	Vienna.
SANSKRIT	Riju Patha (Calcutta Edition) ...	Bazaars.
	Hitopadesha	
	Raghuvansa, Expurgated Edition (Vidyásagar)	Messrs. Thacker, Spink & Co.
	1st and 2nd Adhyayas of 1st Ashtaka of Rigveda Sanhita (Edited by Revd. Dr. Banerjee)	
	Kiratarjuniya (Edited by Vidyasagar)	Sanskrit Press, Calcutta.
	Sakuntola Nataka	

Note.—Selections from the Alif Laila and Shah Namah have been published; the former will be adopted as a text-book for the Higher Standard in Arabic for the Examination on and after October 1881, and the latter for Honor Examination in Persian for the Examination on and after July 1881.

Native Civilians.

11. A Native Civil Servant is a Member of the Covenanted Civil Service in the Presidency to which he belongs, and ordinarily, ranks in that Service, according to the date of his appointment to an Office in the Covenanted Civil Service, his name being entered in the Civil List accordingly.

(b). But if an officer is appointed to an Office in Covenanted Civil Service upon the ground of his proved

merit and ability, or professional attainments, the Governor General in Council may, upon the recommendation of the Local Government, assign to him superior rank in the service.

The pay of an office held by a Native Civil Servant shall be, as nearly as convenient, $\frac{2}{3}$rds of what it would be if the office were held by a Covenanted Civil Servant appointed in England, less the subscription paid by such a servant on account of his annuity.

[*Note.*—Thus the proportion of pay of a Native Civil Servant to the gross pay of a Covenanted Civil Servant appointed after competitive examination in England, will be, as nearly as convenient, 64 per cent.]

Probationers under the Native Civil Service Rules ordinarily receive at their commencement Rs. 200 per month.

12. The subsistence allowance of a Native Civil Servant when out of employ is as follows :—

		Rs.
To an Officer who has rendered not more than 8 years active service as defined in Section 1 (*a*) of Part II of Supplement A. of the Civil Pension Code	...	250
To an Officer who has rendered more than eight but less than twelve years such active services	...	320
To an Officer who has rendered not less than twelve years such active service ...	...	400

13. The following are the Rules for the nomination and appointment of persons who are Natives of India to the Covenanted Civil Service. *(H. R. A. No.* 1534, *dated 22nd August* 1879.*)*

I —Each Local Government may nominate persons who are Natives of India within the meaning of Statute 33, Vic. Cap. 3, Section 6, for employment in Her Majesty's Covenanted Civil Service in India within the territories subordinate to such Government. Such nominations shall be made not later than the first day of October in each year. No person shall be nominated for employment in the said service after he has attained the age of 25 years, except on grounds of merit and ability proved in the service of Government, or in the practice of a profession.

II.—Nominations under the foregoing Rule shall, if approved by the Governor General in Council, be provisionally sanctioned by him. The total number of nominations so sanctioned in any year shall not exceed one-fifth of the total number of Civilians appointed by Her Majesty's Secretary of State to the said service in each year; provided that the total number of such nominations sanctioned in each of the years 1879, 1880, and 1881 may exceed the said proportion by two. On sanction being given by the Governor General in Council, the nominee shall be admitted on probation to employment in the said Service; such admission may be confirmed by the Governor General in Council, but shall not be so confirmed until the Local Government shall have reported to the Governor General in Council that the probationer has acquitted himself satisfactorily during a period of not less than two years from the date of his admission, and that he has, unless specially exempted by the Governor General in Council, passed such examinations as may from time to time be prescribed by the Local Government subject to the approval of the Governor General in Council. In case of persons admitted under these rules after they have attained the age of 25 years, the Governor General in Council may confirm their admission without requiring them to serve for any period of probation.

III.—Persons admitted under these Rules to employment in the said Service shall ordinarily be appointed only to Offices in the Province wherein they were first admitted. But the Governor General in Council may transfer from one Province to another a person finally admitted to employment in the said Service.

IV.—Any person admitted under these Rules may, with the previous sanction of the Governor General in Council, be declared by the Local Government to be disqualified for further employment in the said Service.

14. Probations under the above Rules may be confirmed in their appointments at the close of the probationery period of two years, provided that they pass within the period the departmental examination by the Lower Standard. No obligatory period is fixed for the examination by the Higher Standard, but no promotion

or increase of pay will be attainable until the Higher Standard of Examination has been passed. The Governor General in Council reserves to himself the power of dispensing with the services of any Native Civilian appointed under the statutory rules who may fail to pass by the Higher Standard within a reasonable time and who as a result of such failure is found to be disqualified for the efficient discharge of his duties as a Member of the Civil Service. (*G. I. No.* 205, *dated* 17*th January* 1881.)

CHAPTER IV.

Military Officers in Civil Employ.

General Ruls.

1. The following Tables show the Indian Pay and Allowances, Military Pay Proper, &c., of Military Officers when not in receipt of consolidated salaries :

Tables of Indian Pay and Allowances.

Rank.	Indian Full Pay and Allowances.*								
	Horse Artillery and Cavalry.			Artillery and Engineers.			Infantry.		
	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	B.
Colonel	1,358	7	0	1,265	5	0	1,265	5	0
Lieutenant-Colonel ...	1,037	0	0	1,002	4	0	1,002	4	0
Major	809	6	4	759	3	0	759	3	0
Captain	473	0	4	R.E. 433	10	0	415	6	0
				R.A. 417	7	8	...	...	...
	Cavalry.								
Lieutenant	305	4	0	265	12	0	256	10	0

*Not including horse allowance, which is Rs, 30 for each horse sanctioned by the regulaiions.

Table of Indian Military Pay Proper.

Admissible when Officers of Royal Artillery and Engineers and of the Local Service are entitled to Military Pay Proper in addition to Departmental Salary.

Rank.	Cavalry.			Artillery and Engineers.			Infantry.		
	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.
Colonel	397	8	0	304	6	0	304	6	0
Lieutenant-Colonel	278	4	0	243	8	0	243	8	0
Major	232	13	4	182	10	0	182	10	0
Captain	179	6	4	(a) 123	13	8	121	12	0
Lieutenant	109	8	0	70	0	0	60	14	0

(a) This rate is for Captains of Foot Artillery; those of Horse Artillery and Engineers receive Rs. 140 per month.

Staff Corps Pay.

RANK.	In India.	Out of India.
	Rs. A. P. Per mensem.	£. s. d. Per diem.
General Officer	1,295 5 0	1 5 0
Brevet Colonel and Lieutenant-Colonel ...	827 14 0	1 0 0
Major	640 14 0	0 16 0
Captain...	374 1 6	0 10 6
Lieutenant	225 12 0	0 6 6

Presidency House-rent.

RANK.	*If drawing Staff Corps Pay with Staff Salary.*	*If drawing Regimental Pay and Allowances with Staff Salary.*
	Rs. A. P.	Rs. A. P.
Brevet Colonel ... ... Per mensem	125 0 0	.....
Lieutenant-Colonel ... "	125 0 0	30 0 0
Major ... ... "	100 0 0	60 0 0
Captain ... ... "	75 0 0	60 0 0
Subaltern ... ... "	40 0 0	40 0 0
Medical Officer drawing unemployed pay, staff salary, or consolidated salary when the aggregate is Rs. 1,400 or less ...	According to relative rank.	

English Furlough Pay.

General Officers in the Army, not being Colonels of Regiments, receive the following rates of pay while in Europe :—

General ..... Per diem £ 1 18 0
Lieutenant-General..... " " 1 12 6
Major-General { Cavalry ..... " " 1 5 0
Major-General { Artillery, Engineers, Infantry } ..... " " 1 3 0

	Cavalry.	*Infantry.*	*Artillery and Engineers.*
	£. s. d.	£. s. d.	£. s. d.
Colonels ... ... Per diem	1 12 8	1 5 0	1 5 0
Lieutenant-Colonels ... "	1 3 0	1 0 0	1 0 0
Majors ... ... "	0 19 3	0 16 0	R.A. 14 6 R.E. 15 0
Captains ... ... "	0 14 7	0 10 6	0 11 1
Lieutenants ... "	0 9 0	0 6 6	0 6 10
Ensign ... ... "	.....	0 5 3	.....

2. The following are the rates of subscription to Funds :—

Indian Service Family Pension Fund.

Monthly contribution by every Officer according to his class.

Class of Contributor.	By each married Officer.			By each Officer who is unmarried or a widower.		
	In India.	In Europe.		In India.	In Europe.	
	Rs.	£	s.	Rs.	£	s.	d.
Class I	50	2	10	25	1	4	0
„ II	40	2	0	16	0	15	4
„ III	30	1	10	12	0	11	6
„ IV	20	1	0	7	0	6	8
„ V	10	0	10	4	0	3	10

Additional monthly contribution, payable by all classes alike, for each child living on the first day of the month.

	In India.			In Europe.		
	Rs.	A.	P.	£	s.	d.
For a son	1	0	0	0	2	0
For a daughter...	2	8	0	0	5	0

Subscriptions for sons must be continued till they attain the age of 21, and for daughters till marriage.

Military Department, No. 188, dated 5th March 1874.

N. B.—Native Members of the Covenanted Medical Service are at present required to pay five per cent. more than the rates laid down in Tables III, IV, V, VI and VII. The percentage is chargeable on subscriptions as well as on donations. All Native Covenanted Medical Officers are permitted to subscribe to the Fund.

Added to the rules by G. G. O. 1001 of 1875. G. G O. 53 of 1879. G. G. O. 138 of 1879.

Arrears.

Interest at the rate of 4½ per cent. per annum will be charged on arrears. Donations will become due from the date on which the liability is incurred, *viz.*, on marriage, on promotion, or on the birth of a child ; but interest will not be charged on sums paid within one month from the date on which they become due.

Bengal Military Fund.

TABLE I.

Amount of the Premium or Donation payable by the different Ranks.

	Married.						Unmarried.									
	On joining the Institution.			On Promotion.			On joining the Institution.			On Promotion.			On Marriage.			
	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	
Colonels and Surgeons-General, Medical Department...	4.350	0	0	723	12	0	787	8	0	157	8	0	3,912	8	0	Scale fixed in 1853.
Lieutenant-Colonels, Deputy Surgeons-General, Medical Department, Surgeons-Major above 20 years' service, and Archdeacon .	2,501	0	0	642	8	0	630	0	0	157	8	0	2,151	4	0	
Majors, Chaplains, and Surgeons-Major under 20 years' service	1,452	0	0	517	8	0	472	8	0	135	0	0	1,190	0	0	
Captains, Junior Chaplains, Surgeons above 6 years' service, and Veterinary Surgeons, 1st class	695	0	0	455	0	0	337	8	0	135	0	0	507	8	0	
Lieutenants, Surgeons under 6 years' service, and Veterinary Surgeons ...	450	9	0	150	0	0	202	8	0	67	8	0	225	0	0	
Cornets, 2nd Lieutenants, and Ensigns ...	300	0	0	0	0	0	135	0	0	0	0	0	150	0	0	

Bengal Military Fund.

TABLE II.

Amount of Monthly Subscriptions of the different Ranks.

	If in India.						If in Europe.						
	Married.			Unmarried.			Married.			Unmarried.			
	Rs.	A.	P.	Rs.	A.	P.	£	s.	d.	£	s.	d.	
Colonel and Surgeons-General, Medical Department	62	8	0	28	2	0	3	15	0	1	13	9	Scale fixed in 1853.
Lieutenant-Colonels, Deputy Surgeons-General, Medical Department, and Surgeons-Major above 20 years' service	45	0	0	20	4	0	2	10	0	1	2	6	
Majors, Chaplains, and Surgeons-Major under 20 years' service	35	0	0	15	12	0	2	0	0	0	18	0	
Captains, Junior Chaplains, Surgeons above 6 years' service, and Veterinary Surgeons, 1st class	20	0	0	9	0	0	1	6	3	0	11	10	
Lieutenants, Surgeons under 6 years' service, and Veterinary Surgeons	12	8	0	5	10	0	0	16	3	0	7	4	
Cornets, 2nd Lieutenants, and Ensigns... ...	10	0	0	4	8	0	0	13	2	0	5	11	

Bengal Orphan Fund.

The Rates of Monthly Subscriptions as revised by G. G. O. No. 935 of 1872.

	In India.			In England.		
	Rs.	A.	P.	£	s.	d.
Regimental Colonels, Archdeacons, and Surgeons-General	21	14	0	2	3	9
Regimental Lieutenant-Colonels, Deputy Surgeons-General and Surgeons-Major of 20 years' service	17	8	0	1	15	0
Regimental Majors, Chaplains, Surgeons-Major, and Staff Veterinary Surgeons	13	2	0	1	6	3
Captains, Junior Chaplains, and Veterinary Surgeons, 1st Class	8	12	0	0	17	0
Lieutenants, and Officers of whatever rank ...	5	7	6	0	11	0
Officers proceeding to Europe on sick certificate are required to pay only half the amount of the monthly subscriptions of their rank.						

Rates of Monthly Family Contribution.

	In India.			In England.		
	Rs.	A.	P.	£	s.	d.
For each male child until he attains the age of 19, unless previously provided for ...	1	0	0	...	2	...
For each female child until marriage or death...	3	0	0	...	6	...

3. The allowances of a Military Officer transferred from Military to Civil duty shall be paid by the Civil Department from the date that he gives over charge of Military duty, and when a Military Officer is transferred from Civil to Military duty his allowances shall cease to be payable in the Civil Department from the date that he relinquishes charge of Civil duty. This rule also applies to the case of an officer transferred from any department to another department. (*G. I. No.* 3329, *dated* 27*th September* 1875.)

NOTE.—The word 'allowances' here includes travelling allowances. (*G. I. No.* 3593, *dated* 23*rd October* 1876.)

NOTE (2).—The pay of an Officer who relinquishes Military for Civil employ in the forenoon will be chargeable to the Civil Department for that day; if he relinquishes duty in the afternoon his pay for that day is chargeable to the Military Department, and *vice versa* in the case of an officer transferred from Civil to Military Duty. (*G. I. No.* 711, *dated 5th February* 1878.)

4. In future the salary in the Civil Department of a Commissioned Military Officer whether the pay of his office be consolidated or staff pay, shall be reduced by the amount of any Annuity, Pension or Pensionary allowances, including the Colonel's allowance, but not including a "good service pension" which he receives in the Military Department. If he has commuted any such allowance for a single capital payment the same deduction will be made from his Civil salary as would have been made if he had not done so. (*G. I. No.* 1905, *dated* 24*th July* 1879.)

NOTE (1).—The above orders do not apply to salaries regulated by Act of Parliament. (*G. I. No.* 2455, *dated* 27*th August* 1879.)

NOTE (2).—The above rules shall not apply to any officer who was on that date drawing the Colonel's allowance in addition to salary in the Civil Department. (*G. I. No.* 2631, *dated* 9*th September* 1879.)

5. Whenever a Military Officer holding a Civil appointment on consolidated pay which is less than his Military pay is allowed to draw the difference between them he shall draw it from the department from which he receives his consolidated pay. (*Financial Department No.* 846, *dated* 11*th February* 1876.)

NOTE.—Whenever under the above order the charge for the excess Military pay of an Officer falls upon the Civil Department the Local Government should not as a matter of course or without careful consideration authorise the retention in Civil employ of a Military Officer whose Military pay exceeds the pay of his Civil Office. (*G. I. No.* 2596, *dated* 16*th August* 1877.)

NOTE 2.—If a Military Officer who can be usefully employed in his Civil appointment were to be thrown on the Military Department in which the latter could not employ him extra expense would be needlessly incurred; it is ruled that if in any case the relegation of a Military Officer from Civil to Military employ would involve extra expense or be otherwise unacceptable to the Military Department, the consent of the Government of India should be obtained before such relegation is effected. (*G. I. No.* 551, *dated* 26*th January* 1878.)

6. Military Officers of longer standing than 10 years when employed in Civil duties, may, on passing in the Vernacular language of the district within 2 years from the date of appointment, receive the pecuniary reward attached to the Higher Standard Examination by Rule X of the Rules of 9th September 1864. (*G. I. No.* 3688, *dated* 28*th October* 1876.)

7. Officers and Men of the Army who may serve in any of the Civil Departments of Government must abide for the period of their Civil employment by the rules of the Department under which they may actually be serving. (*G. I. No.* 21, *dated* 3*rd January* 1873.)

8. Cases of resignation by Military Officers of Civil appointments are to be referred to the Government of India in the Military Department. (*G. I. No.* 4755, *dated* 31*st October* 1871.)

G. O. No. 859 of 1866.

9. The following is the scale of rent charged for occupying public quarters from Commissioned Officers not entitled to the same :—

	Per mensem.
Colonel or Lieut.-Colonel	Rs. 100
Major	„ 80
Captain	„ 50
Lieutenant	„ 30
Ensign	„ 25

Medical Officers according to rank.

Presidency House-rent.

10. Presidency House-rent being in fact an allowance specially granted in addition to the house-rent or tentage virtually included in every Officer's pay, to enable him to provide himself with suitable accommodation in a Presidency town, any Officer who may be in receipt of it will, on his occupying public quarters free, cease to draw that scale of house-rent and will pay the rent laid down above. (*G. O. No.* 79 *of* 1874.)

Under no circumstances is Presidency House-rent to be passed to an Officer for any period

during which he is furnished with camp equipage from the public store. (*Revised Military Pay Code,* 1881, *Art* 110.)

Presidency House-rent is continued to an Officer in receipt of that allowance, during temporary absence on duty, unless the period of absence exceeds two months exclusive of the months of departure and return. The allowance is passed on a certificate that his previous rate of expenditure for house-rent at the Presidency continued during his absence on duty. (*Revised Military Pay Code,* 1881, *Art* 111.)

The grant of Presidency House-rent to an Officer occupying private quarters is limited to three months from the date of his receiving intimation that public quarters are available ; but should an officer be unable to sublet or otherwise dispose of his private house within that period, Presidency House-rent may be specially extended on his satisfactorily showing that he was unable to obtain suitable accommodation on a shorter lease. (*Revised Military Pay Code,* 1881, *Art* 112.)

11. An Officer of the British or Indian service who may be dismissed the service or permitted to resign it to avoid trial by Court Martial, will be granted subsistence allowance at the following rates :—

	Per diem. Rs.	A.	P.
Field Officers and Captains ...	4	0	0
Lieutenants	2	0	0
Ensigns	1	12	0

Medical Officers and Veterinary Surgeons according to relative rank. (*Revised Military Pay Code,* 1881, *Art* 1072.)

12. A Military Officer in Civil employ suspended as a punishment, and not merely pending an investigation into his conduct, receives no salary for the period of his suspension. Any Military pay which he receives by virtue of his Military commission is disbursed in the Military Department. (*G. I. No.* 2077, *dated* 28*th August* 1865.)

13. The succession of an Officer to Colonel's allowance will be announced in General Orders, and as soon as he can be relieved he will be considered to have vacated any appointment he may hold excepting a command or any other appointment the tenure of which is limited

to five years and which period may be completed; but at the discretion of the Government under which he is serving, and with the sanction of the Secretary of State for India in Council, he may be re-appointed or employed in some other capacity, but such re-appointment can only be on the understanding that he will not be eligible for furlough or leave of absence other than privilege leave under Ordinary Rules during such tenure. *(Revised Military Pay Code,* 1881, *Art* 2279.)

14. A Military Officer in Civil employ is, each year allowed to make Family Remittances at the rate of exchange fixed for the year, to the extent noted below to certain near relations only. The remitter will present the money at the Civil treasury, along with an authority from the Circle Pay Master for the reception of a named amount. The Treasury Officer will grant a formal receipt which will be forwarded by the remitter to the Military Pay Department, with the necessary particulars in order that arrangements may be made for remittance. The Family Remittance of an Officer, whether he belongs to the Bengal, Madras or Bombay Army, will be made through the Pay Master of the Circle in which he is residing:

	£
Colonel	300
Lieutenant-Colonel	200
Major	150
Captain	100
Lieutenant	70
Ensign	50

Chaplains and Surgeons are allowed to remit according to their relative rank. *(Civil Account Code, para.* 5, *Chap.* 22.*)*

15. The following Rule about Cantonment Magistrates may be noted.

Cantonment Magistrates are of two grades, and draw consolidated salaries as follows:—

1st Grade	Rs. 1,000 per mensem.
2nd Grade	„ 700 „

NOTE.—There are three such appointments in Bengal, one in the first grade and two in the second. *(Government of Bengal No.* 1861*A, dated* 22*nd March* 1880.*)*

16. Whenever the sanction of the Secretary of State is required for the extension of Service of a Military Officer in Civil employ after attaining the age of 55 years, the necessary sanction should be obtained previous to that event. Accordingly the Government of Bengal directs that as soon as a Military Officer in Civil employ under the Government of Bengal attains the age of 54 years, a report should be sent to that Government by the Accountant-General. (*G. B. No.* 5675, *dated* 31*st December* 1880.)

CHAPTER V.

Political Department.

1. The following rules are laid down for admission to, and retention of appointments in the Political Department. (*Foreign Department No.* 2809*P*, *dated* 15*th October* 1875.)

I.—The following are eligible for appointment to the Political Department :—

Covenanted Civilians.

Officers permanently appointed to the Staff Corps.

Natives of India specially selected.

II.—Every officer hereafter appointed to the Political Department after the 13th August 1874, in and below the grade of Political Assistant of the 1st class, must pass an examination in the following subjects :—

A

(Within one year from the date of his appointment.)

* (1) Indian History—The last edition of Marshman's History.

* (2) Political Economy—Fawcett's Manual.

* (3) Jurisprudence—Bentham's Theory of Legislation.

(4) International Law—Wheaton's.

(5) Treaties—Aitchison's.

(6) A colloquial examination in the vernacular of the Province, in which he is serving. For the colloquial test the candidate will be required to converse fluently with a Native of the Province in which he is serving and to interpret and explain without hesitation any orders that he may be directed to communicate.

B

(Within three years from the date of his appointment.)

An Examination in Arabic or Persian, or for the Province of British Burmah in Burmese, by the High Proficiency Standard as recognized under the Civil and Military Examination Rules.

* Officers who have already passed in these subjects before admission to the Civil Service or otherwise will not be required to undergo another examination in them.

† In Turkish Arabia „ Persian Gulf „ Muscat	In Arabic	Even if he has passed in Persian.
„ Zanzibar	In Arabic or Swahili	

III.—Half-yearly Examinations in the subjects mentioned at (A) will be held in April and October of each year.

IV.—The Head‡ of the Administration will, not less than a month in advance, fix the exact date on which, and the place where, the examinations will be held, will publish the same in the Local Gazette, if there be one, and send notice to all Officers liable to Examination.

‡ Resident or Agent to the Governor General.

V.—Not less than a fortnight before the date, fixed for Examination, the Head of the Administration will appoint a Committee for the conduct of the Examination to consist of not less than two passed officers.

VI.—Such Committee will frame papers of questions (to be not less than 8 or more than 12) on each of the books abovementioned.

VII.—The candidates will be allowed three hours to answer each set of questions.

VIII.—To each question a number of marks will be alloted, to amount to about 100 in the aggregate. To pass the Examination in each particular subject, it will be necessary that the candidates obtain 60 per cent of such aggregate maximum number of marks.

IX.—When the Examination is concluded the Committee will submit to the Head of the Administration :—

(1) The questions and answers.

(2) A schedule of the marks obtained by each of the candidates in the following form :—

Name of Candidate.	BOOKS.															Remarks containing the Committee's opinion as to whether the Candidate has or has not passed in all subjects including the colloquial test.*
	MARSHMAN.			FAWCETT.			BENTHAM.			WHEATON.			AITCHISON.			
	Question.	Number of Marks.		Question.	Number of Marks.		Question.	Number of Marks.		Question.	Number of Marks.		Question.	Number of Marks.		
		Attainable.	Obtained.		Attainable.	Obtained.		Attainable.	Obtained.		Attainable.	Obtained.		Attainable.	Obtained.	
	I			I			I			I			I			
	II			II			II			II			II			
	III			III			III			III			III			
	IV			IV			IV			IV			IV			
	V			V			V			V			V			
	&c.			&c.			&c.			&c.			&c.			
Total																

* Taking 100 as representing the highest degree of efficiency in all subjects and 60 as representing the Minimum Standard of qualification the Committee should enter against each Candidate's name in the column of remarks a figure being 100 or some fraction of 100, and indicating the estimate which they have formed of the Candidate's general attainments.

The Head of the Administration will consider the recommendation of the Committee, will decide whether the several candidates have or have not passed the required tests and will report his decision to the Foreign Secretary within one month from date of Examination. If in his opinion any officer has passed " with credit" or " with great credit" he will state this in the report.

X.—An officer failing to pass at the first Examination in the above subjects held after the expiry of one year from the date of his appointment will be removed from employment in the Political Department.

XI.—Political Assistants will ordinarily receive no more than Rupees 400 per mensem until they shall have passed the above Examination.

XII.—Examinations under (B.) may be conducted by the Committees assembled under Rule V, if one of the Members has already passed the High Proficiency Examination in the language in which the examination is to be held ; but no officer will be entitled to receive any pecuniary reward for passing the " High Proficiency" Standard at such Examinations. Rewards are granted only for examinations passed at a Presidency town under the rules prescribed for the Civil and Military services.

XIII.—Officers failing to pass the examination under (B.) within the prescribed period will forfeit their appointments, notwithstanding that they may have passed the examination under (A).

The Head of the Administration will furnish the Foreign Department on the 1st of April and 1st of October with a statement of all Officers liable to Examinations (A.) and (B.) in the following form :—

Name of Candidate.	Date of appointment to the Political Department.	Number of half-yearly examinations since appointment.	Remarks showing, whether candidate has passed, and if not whether under Rules X, or XIII of Notification No. 2809P, dated 15th Oct. 1875, he has any further period of grace.

2. The following are the classified lists of appointments in the Political Department. (Foreign Department Nos. 35 and 66 G. P., dated 19th February 1880, and 16th March 1880,) respectively:—

1	2	3	4	5
APPOINTMENT.	Pay.	Local Allowances.	House Allowances.	Remarks.
Residents, 1st Class (4).	Rs. A. P.	Rs. A. P.		
Resident, Hydrabad	4,000 0 0*	1,000 0 0*	Free house.	*Half to be paid by Berar.
Agent, Governor-General, Central India ...	4,000 0 0	250 0 0	House provided by Government, Agent Governor-General, pays rent of Rs. 70 per mensem.	
,, ,, Baroda ...	4,000 0 0	.....	.....	
,, ,, Rajputana ...	4,000 0 0	250 0 0	Government pays Rs. 100 per mensem for house at Ajmere.	
TOTAL ...	16,000 0 0	1,500 0 0		
Resident, 2nd Class (11).				
Resident, Persian Gulf	2,500 0 0	250 0 0	Total house-rent Rs. 100 per mensem, of which Resident pays Rs. 30 and Government pays Rs. 70.	
,, Nepal	2,000 0 0	250 0 0	Free house.	
,, Mandalay	2,500 0 0	500 0 0	Free house.	
Agent, Governor-General, Beluchistan ..	2,500 0 0	.....	.....	
Resident, Gwalior	2,500 0 0	.....	House provided by Government Resident pays rent of Rs. 100.	
,, Jeypore and Bhurtpore ...	2,000 0 0	100 0 0	House provided by Durbar.	
General Superintendent, Thagi and Dakaiti	2,000 0 0	.....	Rs. *88 0 0	*Office allowance under consideration.
Resident, Oodeypore	2,000 0 0	.....	House provided by Durbar.	
Commissioner, Ajmeer	2,000 0 0	.....	.....	
Officer on special duty, Kashmir ...	2,000 0 0	250 0 0	House provided by Durbar.	
Resident, Turkish Arabia	2,500 0 0	.....	Total house-rent Rs. 287 per mensem, of which Government pays Rs. 100 and Resident pays Rs. 187. Government pays besides Rs. 22 for Residency Garden.	

		Pay.
Political Agent, 1st class	...	Rs. 1,500
Ditto 2nd class	...	... 1,200
Ditto 3rd class	...	... 1,000
Political Assistant, 1st class	...	... 800
Ditto 2nd class	...	... 600
Ditto 3rd class	...	... 500

3. The following local allowances are attached to particular appointments as follows :—

Appointment.	Monthly Allowance.
	Rs.
Zanzibar	150
Muscat	150
Ladakh	150
Eastern States, Rajputana	100
Baghelcund	100
Bandelcund	100
Calcutta	200

4. There are 2 Attaches in the Foreign Department. The pay of the senior is fixed at Rs. 625 and of the junior at Rs. 500 per mensem subject to any rules connected with Departmental Examinations to which the holders may be subject. As a general rule one Attacheship shall be held by a Military Officer and the other by a Covenanted Civilian. The Civilian will retain his proper place and rank in the Civil List of the Province from which he is taken and his name will retain on the list in *italics*. The appointment shall be held for a period not exceeding two years, and shall continue only for such time as the holder is employed in the Secretariat of the Foreign Department. An Attacheship shall give the holder no claim for appointment in the Political Department. *(Foreign Department No.* 12419, *dated 9th May* 1878.*)*

CHAPTER VI.

The Survey Department.

Rules for admission on *probation* to the Senior Department, of either of the three Branches of the Survey of India, as sanctioned by the Government of India in Home Department letter No. 233, dated the 28th February 1868. *(N. B. Present Designation of Office adopted.)*

RULE. I—A candidate, who is not serving in the junior Department, must furnish proper medical certificates of bodily health, strength, activity and good eyesight; and that he is in these respects fit to perform the duties required in the Survey Department.

He must also furnish proofs that he is not less than 18 years of age, or more than 27 years of age.

He must also produce testimonials of good moral character, from persons qualified by previous knowledge of the candidate to give the same.

In case of a candidate, who has previously served, or is serving in the lower Departments of the Survey, it will be sufficient, that he submit a certificate from his immediate Superior under whom he has last served, to the effect that he is fitted as respects age, character, and physical qualifications for the Senior Departments of the Survey.

RULE II.—A candidate will be required to supply satisfactory proof of having graduated at some recognized University or Civil Engineering College, in default of which, he will be required to pass the examination laid down in G. O. P. C. No. 244, dated 19th April 1851.

Every candidate, before admission on probation, will be required to have a fair colloquial knowledge of the Hindustani Language, to be tested by examination and will be further required to pass a professional examination, by the Lower Standard as laid down by the Survey Department in G. O. G. C. No. 531, dated 27th June 1864.

RULE III.—The candidate must be able to write and print very clearly and well, and must possess a fair skill as a Topographical and Military Draftsman. A knowledge of ground or Hill sketching and shading will be specially required.

For *confirmation* as Assistant Superintendents in the Senior Department of the Survey.

RULE I.—A candidate appointed on probation, must serve for one year before becoming eligible for confirmation in the Survey Department.

RULE II.—The candidate must produce cartificates from his official Superiors of having, during his period of probation, exhibited intelligence, good tember and discretion in his intercourse both with his Superiors and with his subordinates, specially his Native subordinates and with the Natives of the part of the country in which he has been employed ; that he has also shown capacity to command his subordinates, personal energy and fertility of resource, and capability of overcoming difficulties where such have occurred ; certificates also from his late superiors of continued good moral character, health and physical strength.

RULE III.—The candidate must further produce certificates, from the immediate Official Superiors under whom he has served during his period of probation that he possesses,

(1.) Intelligence and aptness for his professional duties,

(2.) That he has sufficient knowledge of practical surveying, of Topographical and Military Drawing, for the purposes of the Department.

RULE IV.—A candidate on probation must, before confirmation, pass an examination in Hindustani, by the first or lower standard of Vernacular examination, laid down in G. O. Military Department, No. 734, dated 9th September 1864.

N. B.—The candidate before promotion to the first Grade of Assistant Superintendent, will be further required to pass by the 2nd or higher standard of Vernacular examination, laid down in Para. VI. of the above G. O.

RULE V.—Before confirmation in the Survey Department, the candidate will also be required to pass a professional examination, by the higher standard laid down in G. O. G. G. No. 531, dated 27th June 1864.

RULE VI—Surveyor first grade (Salary Rs. 500) who have proved themselves to be in every way qualified for the charge of a Survey Party, and in special cases, Surveyors of the other grades, possessing similar qualifications, willl be considered eligible, subject to the approval of the Government of India, for appointment to vacancies in the Senior Department, as

Assistant Superintendents of the 2nd Grade, without any examination. Should they be in receipt of a higher salary than that of an Assistant Superintendent 2nd Grade, they will draw the difference as a personal allowance until they are promoted to the 1st grade of Assistant Superintendent.

2. Rules for Examination for staff employ for appointment to the Survey Department.

(*Vide* Rules and Regulations for Bengal Army corrected to 31st December 1879, pp. 79-80.)

The period of probation is one year. If in any case strong special reasons render an extension of this term expedient, application should be made through the Surveyor General, in full time to permit of orders being passed before the period of probation expires.

Officers of the Royal Engineers, however, can be appointed as third grade Assistant Superintendents without any departmental examination, and rank above all Probationary Assistants, whether Military or Civil.

Every candidate will be required to furnish a certificate from the Commanding Officer and from a Surgeon a certificate of the following form :—

"I certify that to the best of my belief———is in good bodily health, has good eye sight, and is apparently well capable of undergoing the vicissitudes of service in India."

The candidate will submit this certificate, with application for employment, through the Adjutant-General, Simla, together with a statement of his qualifications, to enable the Surveyor-General to form an opinion as to his present or probable future fitness for the Department. No British Officer (not being a Royal Engineer Officer) can obtain probationary employment in the Survey Department until he has entered the Staff Corps.

The preliminary examination will embrace the following subjects :—

I.—Arithmetic, including involution and evolution, Armetical and Geometrical progression; proportion or rule of three; vulgar and decimal fractions; logurittimic calculations; and mensuration of surfaces.

II.—Elementary Geometry; first four books of Euclid.

III.—Algebra as far as quadratic equations, inclusive.

IV.—Elements of plain Trigonometry.

V.—Topographical, Mechanical, or Civil Drawing, to be executed in the presence of Examiners.

Officers holding certificates of qualifications, granted at the institutions of Sandhurst and Woolwich, or the Staff College or Civil Engineering Colleges, or who may have passed an examination in surveying according to the Army Standard, will be exempted from undergoing any preliminary examination, and will, on being nominated, at once enter as departmental probationers and be attached to Survey parties to learn their practical duties in the field and during the recess.

The final examination to be held at the close of the period of probation will comprise—

I.—The satisfactory execution, unassisted of a small area of country, including the computation and entire mapping involved in the same.

II.—Perfect use and knowledge of all the instruments employed in the department and adjustment of the same.

III.—Familiarity with the details of the several calculations for the reduction of the observations which are commonly used in the Survey Department.

IV.—The elements of practical Astronomy, sufficient for ascertaining time, azimuth, latitude and longitude.

V.—A fair knowledge of all rules in force for the general conduct of the Survey Establishments.

Each candidate will also be required to produce a certificate of having passed the Higher Standard examination in any Vernacular language prescribed by the Government of India.

The examination will be conducted by the Surveyor-General aided by such professional Officers, to the number of two, as may be available. Whenever desirable, sealed examination questions may be transmitted in view to their being answered by the probationer in the presence of the Officer in charge of the Survey party to which he is attached, in lieu of obliging him to appear at De-

partmental Head-Quarters for the purpose of examination.

The degree of proficiency attained by candidates will be ascertained by written questions, the examination papers being framed at Departmental Head-Quarters.

Administrative Branch.

3. The pay of the Surveyor-General is Rs. 3,000.
The pay of the Deputy Surveyor-General is Rs. 2,200.

Executive Branch.

4. Establishment and rates of pay, Department Survey of India, Senior Establishment—

DESIGNATION.	Salary sanctioned for each grade, exclusive of net military pay of rank of Royal Engineer Officers, below the grade of Deputy Superintendent, 1st grade.
	Rs.
Deputy Superintendent, 1st Grade... ...	1,600
" " 2nd "	1,300
" " 3rd "	1,000
Assistant Superintendent, 1st "	750
" " 2nd "	600
" " 3rd "	500

Note.—An Officer of the Royal Engineers holding substantive by an appointment not above the rank of Deputy Superintendent, second grade, is entitled to his Net Military Pay; but he cases to draw it while officiating in a higher appointment.

Subordinate Establishment—

DESIGNATION.	Rates of sanctioned Salary.
	Rs.
Surveyors, 1st Grade	500
" 2nd "	400
" 3rd "	350
" 4th "	300
Assistant Surveyors, 1st Grade	250
" " 2nd "	200
" " 3rd "	160
" " 4th "	120

It sometimes happens that Assistant Superintendents have to be placed in charge of parties which should properly be held only by Deputy Superintendents. When this occurs a charge allowance of Rs. 100 a month will be given to such Assistants.

R. A. C. No. 731, dated 31st October 1879.

5. Assistants to the Surveyor-General may be of any grade, from 3rd Grade Assistant Superintendent to 1st Grade Deputy Superintendent. Their names will be retained in italics in the general list; they will *rise pari passu*, with the officer whose name is immediately above theirs in this list.

Assistants to Surveyor-General.

They will receive no Presidency House-rent, but will receive in lieu a special local allowance of Rs. 200 per mensem, to be drawn by the officer actually performing the duties of the office, and no other, and not to be drawn on leave (except privilege or examination leave when extra expense is not caused thereby).

6. In modification of above a Presidency Allowance shall be granted to any Executive Officer in the Survey Department who may be summoned to do duty at the Presidency.

Government of India, Dept. R. A. & C., No. 213, dated 14th May 1878.

To Deputy Superintendents ... Rs. 60 per mensem.
To Assistant Superintendents „ 100 do.

This allowance will be a Local Allowance, and subject to all the Rules of the Financial Department affecting such allowance.

This ruling will not apply to the incumbents of the posts of Assistant Surveyor General prior to 18th March 1878.

Note.—All nominations to the appointment of Assistant Surveyor General must be submitted for the approval of the Government of India.

R. A. & C. Dept. Letter No. 216, dated 14th May 1878.

7. Local allowance to be drawn in the regular pay bills, not in separate bills.

Local allowances.

D. O. No. 328, dated 12th February 1874.
R. A. C. Dept. Office Memo. No. 731, dated 31st October 1873.

Special local allowances cannot be drawn during absence on leave of any description.

An Officer may draw presidency house-rent and presidency allowance on privilege leave provided that no extra expense is thereby caused to the State.

Note.—Local allowance when claimed by an absentee on privilege leave, must be supported by a certificate that the allowance has not been drawn by his substitute.

D. O. No. 157, dated 2nd February 1869.

Local allowances—Assam.

Survey Officers in Assam are entitled to draw local allowances on the following special scale :—

Financial Department No. 3292, dated 31st October 1868.

Deputy Superintendents, Assistant Superintendents, & Probationary Assistant Superintendents ...	Rs. 75	₱ mensem.
Surveyors	„ 50	„
Assistant Surveyors	„ 40	„

D. O. No. 56, dated 12th April 1866. Financial Department No. 704, dated 22nd Feby. 1866.

Local allowances.

In other exceptional localities the following local allowances will be granted on the merits of each case to meet the unusual expense of living :—

Existing Salaries.		Increase. Full scale.	Half scale.
Salaries at and under Rs. 10...		50 per cent.	25 per cent.
From 11 to 30 Rs.	...	42 „	21 „
„ 31 to 60 „	...	28 „	14 „
„ 61 to 100 „	...	22 „	11 „
„ 101 to 150 „	...	18 „	9 „
„ 151 to 300 „	...	12 „	6 „

Over Rs. 300 a fixed allowance of Rs. 30 a month. Rs. 15 per mensem.

Officers attached to Cadastral Survey Parties in Burma are allowed local allowances at the following rates :—

Deputy and Assistant Superintendent Rs. 125 a month.

Surveyors and Assistant Surveyers Rs. 100 a month. (*H. R. A. No.* 171, *dated 6th May* 1880.)

Government of India, Dept. R. A. & C., No. 213, dated 14th May 1878.

8. Presidency house-rent is granted to Uncovenanted Officers at the following rates, corresponding to the rates granted in the Department of Public Works :—But they are not entitled to it when drawing more than their

grade pay. (*G. I. No.* 3098, *dated* 30*th September* 1878.)

		Per mensem.
Surveyors 1st Grade	... ...	Rs. 45
Surveyors below 1st Grade	... ...	„ 30
Assistant Surveyors, all Grades	...	„ 20

Local allowances.

9. As the Superintendent of Survey already possesses the power of altering the salaries and number of men in the Native Establishment, the above local allowances, so far as they affect these establishments, must be calculated on the normal rates of pay of the Sub-Surveyors and subordinates. The amount of the local allowance, when added to the amount sanctioned for the normal establishment, will be the limit of expenditure authorised for the survey party while employed in the exceptional locality. Increase of pay to individuals must, however, be regulated by the prevailing rates of pay in the district, which are on no account to be exceeded.

Medical subordinates.

10. Medical subordinates attached to Survey Parties receive the salaries of their respective grades, according to para. 36 of G. G. O. No. 550, dated 5th June 1868.

11. The Surveyor General is authorised to grant to any menial servants of the Survey Department whose pay does not exceed Rs. 16 a month compensation for dearness of food at the rate of Re. 1 a month when the common staple grain food of the people of the district costs more than Re. 1 for 12 seers, and at the rate of Re. 1 annas 8 a month when such grain costs more than Re. 1 for 10 seers, as prescribed in Financial Department No. 3297, dated 19th December 1876. The ruling in para 7 about local allowances will not, in consequence, apply to menials of the Survey Department. (*G. I. No.* 3592, *dated* 31*st October* 1879.)

12. Under orders contained in para. 3 of Home Department No. 92, dated 14th February 1880 the Surveyor General is empowered:

(1.) to transfer an appointment from one to another of the Head-Quarters of the Survey.

(2.) to utilise savings on the establishment of one Head-Quarter office to augment the establishment of

another Head-Quarter office provided the grant for the whole Survey is not exceeded ; provided also that the savings are not utilised to increase the salaries of persons drawing more than Rs. 250 a month or to raise any salary to more than that sum.

(3.) Any orders passed by the Surveyor General in virtue of the powers conferred upon him must be communicated to the Comptroller General and he should report his proceedings to Government quarterly in a tabular form.

Geological Survey.

31. The following are the rates of pay of Officers in the Geological Survey Department :—

(*R. A. C. No.* 265, *dated* 21*st April* 1875).

Offices.	Minimum Pay.	Maximum Pay.	Rate of increase.
*Superintendent	1250	1500	50
Assistant 1st Grade	700	1000	50
„ 2nd Grade	500	700	40
„ 3rd Grade	350	500	30
1 Paleontologist	500	1000	50
Sub-Assistants	150	200	10

NOTE.—Increase of pay is not granted until an officer passes the ordinary examination in the language of the country, *viz.*, Hindustani by the Lower Standard.

14. Native youths are to be appointed to the Geological Survey of India who are to be placed in the first instance as apprentices, and eventually to be appointed if found qualified as Sub-Assistant Geological Surveyors.

They are allowed for the 1st year Rs. 30, Rs. 50 per mensem for the 2nd year, Rs. 75 for the 3rd, and Rs. 100 for the 4th year or subsequent one or two years if necessary ; when declared qualified to act as Sub-Assistants they shall receive Rs. 150 rising to Rs. 200 by annual increments of Rs. 10, and if subsequently declared competent to work independently they shall be allowed an extra sum of Rs. 20 per mensem rising in ten years

* The present incumbent has been permitted to draw Rs. 1,800 as a special case. (*R. A C. No.* 48, *dated* 1*st April* 1876.)

to Rs. 400. (*G. I. No.* 3121, *dated* 30*th September* 1872.)

15. Section 21 of Civil Pension Code does not apply to Officers of the Geological Survey Department. The service of an Officer counts from the date on which he assumes charge of his office. (*G. I. No.* 1359, *dated* 22*nd March* 1880.)

16. No fee should be charged for the Geological Survey apprentices who may attend the Physical Science classes of the Presidency College. (*G. I. No.* 3980, *dated* 20*th November* 1873.)

Archeological Survey.

17. The following are the appointments in this Department.

Director-General on a pay of Rs. 2,000 per month.
1 Assistant on Rs. 500 a month.
1 Assistant on Rs. 300 a month.

CHAPTER VII.

Civil Account Department.

G I No 3577, dated 4th November 1880.

The whole Department will consist, in future, of the following Officers :—

1 Comptroller General,
5 Accountants General,
} to be ordinarily members of the Covenanted Civil Service.

30 *Enrolled Officers.*

2 Deputy Comptrollers General.
1 Assistant Secretary.
5 Comptrollers.
5 Deputy Accountants General.
17 Assistants Comptroller General, Assistants Accountant General, and Assistants Comptroller.

Chief Clerks.

8 Chief Clerks.

—

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—

The pay of the Comptroller General will be, as heretofore, Rs. 3,500 a month.

The pay of the Accountants General will be as follows :—

Two at Rs. 2,750 a month, each.
Two at „ 2,500 a „ „
One at „ 2,250 a „

Besides which the Accountant General actually on duty at Calcutta or Bombay, will receive a Local Allowance of Rs. 250 a month.

Hereafter the Accountants General for Bengal and Bombay will, ordinarily, receive the highest pay thus provided, namely, Rs. 2,750 a month, or, if acting, their salaries will, as a rule, be reckoned on that pay.

The pay of the 30 Officers who are to be designated "*The Enrolled Officers*" will be as follows :—

Class.	Number of Officers.	Monthly Pay. Minimum.	Yearly increment.	Maximum.
		Rs.	Rs.	Rs.
I	2	1,750	50	2,000
II	5	1,250	50	1,500
III	7	1,000	50	1,250
IV	8	800	40	1,000
V	4	600	40	800
VI	4	400	40	600

Note.—The No. of Enrolled Officers has been reduced to 29, an appointment in Class IV having been absorbed in consequence of the abolition of the Comptrollership at Mysore. (*G. I. No.* 1454, *dated* 30*th March* 1881.)

The pay of the eight *Chief Clerks* will be as follows :—

Class.	Number of Officers.	Monthly Pay. Minimum.	Yearly increment.	Maximum.
		Rs.	Rs.	Rs.
I	1	600	40	800
II	2	500	40	700
III	3	400	40	600
IV	2	400	20	500

[*Note.*—One added to Class IV by G. I. No. 406, dated 29th January 1881.]

The pay and distribution of the remaining four new Superior Ministerial Officers will be as follows :—

In the Office of the—	No. of Officers.	Monthly Pay. Minimum.	Yearly increment.	Maximum.
		Rs.	Rs.	Rs.
Comptroller General ...	1	300	18	390
Accountant General, Bengal ...	1	400	16	480
" " Bombay ...	1	400	20	500
———	1	300	18	390

Without the previous approval of Her Majesty's Government, no one, who is not a Covenanted Civil Servant, will be admitted to the Enrolled List, otherwise than as prescribed below. Subject to this general condition, the Government of India reserves to itself a free discretion to appoint any person to be an Enrolled Officer whom it may deem it to be for the interest of the public service, so to appoint; but the emoluments of every Enrolled Officer will, as a rule, be regulated by the scale stated above, and, in particular, no higher

emoluments will be granted to any Enrolled Officer, only by reason of his being a Member of the Covenanted Civil Service.

The Government of India will, at any time, make such changes as it may think expedient, in the organization now announced: the present Resolution is not to be regarded as, in any sense, a legal or moral contract, which the Government is not at liberty to vary without the consent of the Officers of the Department.

The Government of India does not undertake to keep the complement of officers in each class, always full, or to promote officers from class to class, only because there is a vacancy in a higher class, or otherwise than upon an unfettered consideration of their merits. But, if there is a vacancy in a higher class, a corresponding addition may, at the discretion of the Government of India, be made to the complement of a lower class.

In order that there may be a supply of officers, qualified by practical experience, to succeed to the office of Accountant General, at least three of the thirty-one Enrolled Officers actually present on duty, will, as a rule, be Covenanted Civil Servants, namely, one in the Second Class, one in the Third Class, and one in the Fourth Class. Accordingly, a vacancy, whether temporary or substantive, caused by the transfer of a Covenanted Civil Servant from some office in the Enrolled List to some office not on the Enrolled List, whether in the Financial Department or not, or by the promotion of a Covenanted Enrolled Officer from one class to another, will, as a rule, be filled by the appointment thereto of another Covenanted Civil Servant.

The Government of India does not pledge itself, under all circumstances, to fill a vacancy in the Office of Comptroller General by the promotion of an Accountant General, or a vacancy in the Office of Accountant General by promotion from the Enrolled List, or a vacancy caused by the transfer, or promotion to a higher class, of a Covenanted Enrolled Officer by the promotion of a Covenanted Enrolled Officer from a lower class.

The Local Government must, immediately, re-appoint in his proper relative place in the General Administrative Staff, any Covenanted Enrolled Officer who is permitted or required by the Government of India to leave

the Department, relegating, as necessary, to lower rank and emoluments, the junior officers, acting and substantive, displaced in consequence of the reversion of the Enrolled Officer.

Eventually, the two First Class Enrolled Officers will, usually, be Uncovenanted Officers, if the Department contains such officers whom the Government of India considers fully qualified by standing and merits to be so appointed. It is not the present intention of the Government of India, as a general rule, to appoint to the First Class, any one but a Deputy Comptroller General or the Assistant Secretary. The Assistant Accountant General, Bengal, who is employed on the inspection of Local Fund Offices, and the Assistant in charge of the Currency Department and the Reserve Treasury in Calcutta will, usually, be in the Third Class. But an officer appointed to one of these offices or to the office of Deputy Comptroller General, if, by reason of such appointment only, promoted substantively, before officers senior to him in the Department, will, usually, hold the rank and pay to which he is thus promoted, only provisionally, while actually filling the office in virtue of his tenure of which he is thus promoted. The First Class Chief Clerk will, usually, be employed in the Office of the Comptroller General.

To provide for the ordinary recruitment of the Uncovenanted Enrolled Officers, a body of probationers will be selected, in the manner prescribed in Resolution No. 2273, dated 18th April 1876, by the competitive examination of three nominees for each vacancy, the nominees at every third examination, being Natives of India of unmixed descent. There will be eight such Probationers in all, and their pay will be, as heretofore :

	Rs.
On first appointment	200
On passing the Lower Departmental Examination	250
On passing the Higher Departmental Examination	300

Thus, including the Probationers, there will be 38 Enrolled Officers.

2. In future no acting promotion will be given in the Financial Department in consequence of the absence of an officer on Privilege Leave unless an officer is transferred from another station to fill the plan of another

officer, or required to perform decidedly more responsible and onerous duties.

3. The rules for the examination of candidates for admission to the service of the Government of India in the Financial Department, and of officers in the Financial Department, will henceforward be as follows:—(*G. I. No.* 2273, *dated* 18*th April* 1876, *and No.* 2523, *dated* 19*th August* 1877, *and No.* 2632, *dated* 5*th September* 1877.)

Entrance Examination.

I.—Candidates for admission to the Department are selected from time to time according to the requirements of the service, three being named for each expected vacancy.

II.—The age of a candidate, when examined, must not exceed twenty-five years, and he must produce a certificate in the annexed form by a Commissioned Medical Officer, or by a Medical Officer in charge of a Civil Station.

Certificate.

I do hereby certify that I have examined A. B., a candidate for employment in the Financial Department of the Government of India, and that I cannot discover that he has any disease, constitutional affection, or bodily infirmity, unfitting him, or likely to unfit him, for the public service, in any part of India.

III.—The nominated candidates are examined in the subjects described in the first schedule attached to this Resolution, and (subject to the condition hereinafter stated) the candidate who obtains the highest marks is appointed to the first vacancy in the sixth (now seventh) class of the Department, the candidate who obtains the second place to the second vacancy, if there be more than one vacancy to be filled, and so on. No candidate is admitted to the Department who obtains less than 600 marks in all, or less than half marks in Arithmetic and Algebra.

IV.—A candidate is not allowed to compete at the Entrance Examinations more than twice.

V.—The examination is by written questions and answers, the questions being prepared in such manner

as the Governor General in Council from time to time directs.

VI.—A candidate may be examined at any place where arrangements can be made to secure the integrity of the examination.

Departmental Examinations.

VII.—A Half-yearly Examination is held for Officers in the fifth (now sixth) and sixth (now seventh) classes of the Department (on the Mondays next after the 10th May and 10th November, and following days) in the subjects detailed in Schedules II and III annexed to this Resolution. These examinations are styled the Lower and Higher Departmental Examinations, respectively.

VIII.—An officer who shows, at any departmental examination, a competent knowledge of all the prescribed subjects and obtains half marks in the aggregate, is held to have passed the examination. An officer is, however, permitted to pass each of the departmental examinations in two instalments, if he notifies his intention beforehand, and specifies the subjects in which he is prepared for examination. In such case a higher standard of knowledge is required.

IX.—As a rule, a candidate failing in one of the subjects specified is re-examined in the whole ; but, in case of marked excellence in a subject, the examiners may exempt the candidate from re-examination in such subject, even although he may have failed in others.

X.—An officer who does not pass the Lower Departmental Examination at the fourth or some earlier examination, and the Higher Departmental Examination at the eighth or some earlier examination, after he joins the Department, ceases, without further orders, to belong to the Department from the date on which the result of the examination is declared. Provided that if, before the said fourth or eighth examination (as the case may be) the officer have obtained leave of absence on Medical certificate for more than three months, he is allowed to remain in the service for six months longer, in order to present himself at one more examination.

XI.—Upon passing each Departmental Examination, the pay of an officer of the sixth (now seventh) class is increased, from the date on which the examination ends

by Rs. 50 a month. The pay of an officer of the sixth (now seventh) class who has passed the Lower Examination is Rs. 250, and that of an officer who has passed the Higher Departmental Examination, Rs. 300 a month.

XII.—An officer is not promoted substantively to the fifth (now sixth) class until he has passed the Lower Departmental Examination, and to the fourth (now fifth) class until he has passed the Higher Departmental Examination.

XIII. (*a*).—An officer who has passed the Departmental Examination by either standard will be appointed to officiate in any vacancy that may occur in either the fourth (now fifth) or the fifth (now sixth) class, in preference to any of his seniors who has not passed by the same standard.

(*b*).—An officer who fails to pass by the lower standard at the third examination after his appointment to the service will, for any acting appointment to the fifth (now sixth) class, rank below all junior officers who pass by the lower standard before him.

(*c*).—An officer who fails to pass by the higher standard at the fifth examination after his appointment to the service will, for any acting appointment to the fourth (now fifth) class, rank below all junior officers who pass by the higher standard before him.

XIV.—The Departmental Examinations are conducted at the Local Account Offices, in the presence of the Accountant General, and under the direction of the Comptroller General and Deputy Comptroller General, who decide upon the marks to be awarded to each examinee. If these officers differ as to the marks to be assigned to any answer, the Secretary to the Government of India in the Financial Department decides finally between them.

General Rules.

XV.—The rules for conducting all the examinations are as follows :—

(1.) The examination papers are sent in a sealed packet, not to be opened till the examination begins, each cover containing a separate sealed envelope for each paper set; these envelopes must not be opened until the papers are required

for distribution. An index number is to be entered by the candidate on each of his papers, *instead of his name, which is nowhere to appear on the proceedings.*

(2.) The several papers should be given out singly, and the hour at which each paper is given out and received back is to be mentioned in the presiding Officer's report. The exercises are to be worked out by the candidate in presence of the presiding Officer.

(3.) The *questions* need not be written out by the candidate, but only the answers and solutions *in full,* with the number of the question prefixed. The answers may be first worked out on waste paper. The neatness of the candidate's papers is taken into consideration by the Examiners in assigning values to his work. The paper should be of foolscap size, with the candidate's index number and the date, and the title of each subject at the head of the paper. The solutions as first written out fair are to be transmitted to the Comptroller General, without alteration or correction, immediately after the close of the examination.

(4.) The time occupied by the candidate in answering each set of questions, *i. e.,* the interval between receiving the examination paper and returning his papers to the presiding Officer, is to be stated on the back of his paper of solutions. The time allowed for a paper is in no case to be exceeded.

(5.) The presiding Officer must certify that the above rules have been strictly followed by signing the certificate below, and explain any accidental or unavoidable deviations:—

Certified that the examination of the candidates whose index numbers are has been conducted strictly according to the rules contained in the Resolution of the Financial Depart-

ment, No. 2273, dated the 18th April 1876, as below:

Date of receipt of examination papers.

Date of beginning of examination.

Subject.	Begun.		Ended.	
	Hour	Minute.	Hour.	Minute.

(Signed.)

Conducting the Examination.

SCHEDULE I.

Examination for Admission to the Financial Department.

Subjects for Examination.	Marks.
Writing and Composition. Impromptu Essay upon some given subject	150
Arithmetic, including Compound Proportion, Simple Interest, and Vulgar and Decimal Fractions ...	300
Algebra to Quadratic Equations inclusive	250
Latin, Greek, Sanskrit, French, German, or Persian ...	200
English History and Literature, and Indian History (Elementary)	200
Geography, Asia (especially India) and Europe ...	150
	1,250

SCHEDULE II.

Lower Departmental Examination.

Subjects for Examination.	Marks.
Composition. A précis of papers not seen before ...	150
Annuities and Compound Interest, and the use of Logarithms of numbers*	150
Book-keeping	250
Indian Financial Statements (in England and India) ...	200
Financial Department Codes	250
	1,000

* The use of tables will be allowed at the time of examination; with this exception, no books are permitted for any of the papers.

SCHEDULE II.

HIGHER DEPARTMENTAL EXAMINATION.

Subjects for Examination.	MARKS.
A précis and a draft	200
Departmental circulars	250
Political Economy (Mill)	300
Political and Revenue System of India, and the Statute Law bearing upon Revenue and Taxation ...	250
	1,000

3. The Governor General in Council observes that the value of the services of officers of the Financial Department will be materially enhanced when they acquire a competent knowledge of the native languages, seeing that it will enable them to examine more efficiently the accounts of mofussil treasuries when they proceed on tours of inspection. Accordingly, with a view to encourage the study of the Vernacular languages, His Excellency in Council is pleased to notify that junior officers in the classified grades of the Financial Department, who may qualify for the lower standard examination fixed for Military Officers, will be allowed a donation of Rs. 180, while those who may pass the higher standard at once will be allowed a donation of Rs. 360. (*G. I. No.* 3446, *dated* 31*st December* 1869.)

4. For the future, on appointment to the sixth (now seventh) class of the Financial Department, an officer shall, for the period of at least one year, receive a definite course of training in the clerical duties of an Accountant General's Office under certain regulations which will be prescribed hereafter. During this year of training the officer must not be appointed to act in any higher class of the Department, or to undertake any higher duties. (*G. I. No.* 2422, *dated* 21*st August* 1873.)

Note.—Even after the year of training referred to above an officer of the sixth (now seventh) class should not be appointed to officiate in a higher class until he is reported by the head of his office to be qualified for such employment. (*G. I. No.* 4366, *dated* 30*th October* 1875.)

CHAPTER VIII.

Mint and Assay Departments.

1. The pay of the two Mint Masters (Calcutta and Bombay Mints) is Rs. 3,000 for the senior, and Rs. 2,000 for the Junior Mint Master. (*G. I. No.* 247, *dated* 18*th May* 1876.)

2. The pay of an Assay Master is Rs. 1,750, rising by five equal annual increments to Rs. 2,250, and the pay of a Deputy Assay Master, who is an Officer of the Army, is as follows :—

Standing on first appointment.	*Minimum pay.* Rs.	*Yearly increment.* Rs.	*Maximum pay.* Rs.
Under six years ..	600	100	1,200
Six years	650		
Seven years	750		
And so on, Rs. 100 being added for each additional year's standing on first appointment.			

(*G. I. No.* 124, *dated* 12*th May* 1876, *Secy. of State's despatch, No.* 321, *dated* 23*rd September* 1880.)

3. An Assay Master shall, moreover, be allowed to appropriate any fees received by him for assays made for private persons, less four per cent. for the use of Government laboratories, chemicals, &c., assigning to the members of the establishment who assist in such private assays such portion of the fees as he thinks fit.

4. As a general rule, only Commissioned Officers of the Government will be appointed substantively to the Assay Department. (*G. I. No.* 124, *dated* 12*th May* 1876.)

5. Selection of Officers for employment in the Assay Department shall be made in the following manner :— (*G. I. No.* 684, *dated* 31*st January* 1878.)

I.—As declared in Resolution No. 124, dated 12th May 1876, Commissioned or Covenanted Officers only shall, as a general rule, be appointed substantively to the Assay Department.

II.—No Officer shall be appointed substantively to the Assay Department without having passed an examination in practical and inorganic Chemistry at the Royal College of Chemistry and without a certificate from the Royal School of Mines of qualification in Metallurgy, specially with reference to the precious metals and their alloys, and of his ability to assay the precious metals and their alloys.

III.—Whenever a want of candidates eligible for admission to the Assay Department is foreseen, the Government will permit a selected officer to attend at the laboratory of the Assay Master at Bombay or Calcutta for a period not exceeding six months, in order to prepare himself for a prescribed examination. During this period of probation, the full salary of his office will be granted to the officer, on condition that he passes the examination at the end of his probation. An officer who has passed the prescribed examination may be employed in the Assay Department, temporarily, for a period not exceeding twelve months, without having passed the examination and without the certificates of qualification described in Clause II. Save with the special sanction of the Secretary of State for India, no officer may be retained in the Department for a period exceeding twelve months without passing the said examination and obtaining the said certificate.

CHAPTER IX.

Medical Officers.

Covenanted.

1. Medical Officers draw pay and allowances as laid down in the following table of consolidated salaries :— G. O. No. 370, dated 4th April 1867 Finl. Dept. No 2294, dated 25th April 1867.

APPOINTMENTS.	SALARIES PER MENSEM.				REMARKS.
	Surgeon-Major above 20 years.	Surgeon-Major under 20 years.	Surgeon above 5 years.	Surgeon under 5 years.	
MEDICAL DEPARTMENT IN INDIA.	Rs.	Rs.	Rs.	Rs.	
Administrative Staff, British and Indian Services.					
Surgeon General, Army Medl. Dept.	Rs 2,700				G. G. O. No. 13, dated 2nd January 1880.
Deputy Surgeon General, Army Medl Dept. ...	Rs. 1,800				
Depy. Surgn. Genl., Indian Medl. Dept. ...	1,800	...	...	...	
Secretary to the Surgeon General, A. M. D. ...	1,400	1,200	1,000	850	
Secretary to the Surgn. Genl., Indian Medl. Dept. ..	1,400	1,200	1,000	850	
Military Appointments.					
Principal Medical Store-keeper and Professor of Materia Medica, Medical College	1,400	1,200	...	...	
Garrison Surgeons	...	...	650	500	
Staff Surgeon and Medical Store-keeper...	1,200	1,000	800	650	
Medical charge of a Native Regiment ... ... / Medical charge of a Cooly Corps of 600 men and upwards on service	1,000	800	600	450	With horse allowance in Cavalry Regiments of Rs. 90 for a Surgeon-Major, and Rs. 60 for a Surgeon.
Medical charge, Govr. Genl.'s Body-Guard	Rs. 100				
Charge of a Stud Depôt or Remount Agency, when a substantive charge	As regimental charge.				

APPOINTMENTS.	SALARIES PER MENSEM. Surgeon Major above 20 years	Surgeon Major under 20 years	Surgeon above 5 years.	Surgeon under 5 years.	REMARKS.
	Rs	Rs	Rs	Rs	
Indian Medical Dept—*continued.*					
Military Appointments—continued					
Examiner of Medical Accounts ..	A staff salary of Rs 400 per mensem, with unemployed pay of rank				
Additional charge of Fund Offices	Rs 300 per mensem.				
Surgeon to the Commander in Chief in India, with medical charge of Head Quarters Staff and Establishments	Rs 1,000				
Civil Appointments.					
Principal of Medical College, Professor of Medicine, and 1st Physician of College Hospital	Rs 1,800		.	..	
Full Professorships in Medical College with conjoint Presidency duties, *viz*,— Second Physician, College Hospital Professor of Medical Jurisprudence, Surgeon to the Mint and Customs; Senior Surgeon, College Hospital, and Professor of Surgery; Second Surgeon, College Hospital, and Pofessor Anatomy; Opthalmic Surgeon, Marine Surgeon, and Professor of Opthalmic Surgery; Obstetric Physician, Professor of Midwifery, and Superintendent of Vaccination; Chemical Examiner and Professor of Chemistry .	1,250	1,050	850	700	
Minor Professorships, *viz*, Botany, Hygiene, Dental Surgery, Medical Jurisprudence and Comparative Anatomy . .	Rs 200 Staff Salary .				Provided the aggregate salary of the Officer holding the post, as an extra charge, does not exceed that of a full Professorship with attached duties.
Resident Physician, College Hospital, and Professor of Pathology; Resident Surgeon, College Hospital, and Professor of Physiology	..	.	Rs 800		
Surgeon of the General Hospital	1,250	1,050	..	...	
Senior Resident Surgeon, General Hospital, with attached duties		...	Rs 900		
Junior ditto ditto	.	...	Rs 800		
Principal, Lahore Medical School, and Professor of Surgery and Medicine	1,400	1,200	..		

APPOINTMENTS.	SALARIES PER MENSEM. Surgeon Major above 20 years.	Surgeon Major under 20 years.	Surgeon above 5 years.	Surgeon under 5 years.	REMARKS.
Indian Medical Dept—*continued.*	Rs.	Rs.	Rs.	Rs.	
Civil Appointments—continued.					
Professor of Chimistry and Botany, Lahore Medical School, and Chemical Examiner, Punjab ...	1,250	1,050	850	700	
Chemical Examiner, N. W. Provinces	1,050	850	650	500	
Surgeon to the Governor General ...	Rs. 1,200				
*Superintendents of Vaccination ...	1,000	800	600	450	With an extra allowance for charge of Lunatic Asylums, colleges or Administrative charge of Jails, as shown below.
1st class Civil Surgeons ...	1,050	850	650	500	
2nd class ditto	950	750	550	400	
Residency Surgeons	As 1st or 2nd class Civil Surgeon.				
Superintendent or Principal of a Medical College or School, when a sole charge	1,250	1,050	800		Home Department No. 85-1499, dated 18th December 1867.
When held as an additional charge, as at Agra and Nagpur	Rs. 250				
Superintendent of Central Jail (including Medical as well as Administrative charge)					
If the Jail contains 1,000 prisoners and upwards	700 rising to 900 by annual increase Rs. 50.				Financial Department No. 1821, dated 31st March 1871.
If the Jail contains less than 1,000 prisoners	550 to 700 Do. 50.				
Superintendent of a District Jail, always as an additional charge, and including Administrative Medical charge—					
1st class Jail, (mean daily average prisoners 500 or more) ...	150				Home Dept. No. 1073, dated 29th June 1868.
2nd class Jail, (mean daily average prisoners 300 and not more than 499)	100				
3rd class Jail, (mean daily average prisoners 150 and not more than 299)	75				
4th class Jail, (mean daily average prisoners 150 and not less than 50)	50				
Superintendent of Thuggee Jail and School of Industry—					Home Dept. No. 85-1499, dated 18th Dec. 1867. No allowance is given for charge of a Lock-up which does not ordinarily contain more than 50 prisoners. (Home. Dept., dated 11th August 1868.)
1st class, Jubbulpore, if a sole charge	As a Civil Surgn., 2nd class.				
If an additional charge ...	Rs. 200				
2nd class, Meerut and Lahore, an additional charge	Rs. 100				
Superintendent of a Lock-up, constructed to contain not less than 50 prisoners, exclusive of prisoners under trial, as an additional charge	Rs. 25				

* *Note.*—These officers are now stayed Deputy Sanitary Commissioners. *(H. R. A. No. 150, dated 15th March 1880.)*

APPOINTMENTS.	SALARIES PER MENSEM.				REMARKS.
	Surgeon-Major above 20 years.	Surgeon-Major under 20 years.	Surgeon above 5 years.	Surgeon under 5 years.	
	Rs.	Rs.	Rs.	Rs.	
INDIAN MEDICAL DEPT.—*continued.*					
Civil Appointments—continued.					
Lunatic Asylums, other than those at Presidency Towns—					
If a sole charge, and the number of patients be not less than 200	As a 2nd Class Civil Surgn.				House free. Home Dept., dated 18th December 1867.
If held as an additional charge. If the Asylum is built for more than 100 patients	Rs. 250				
Ditto less than 100 patients ...	,, 150				
Superintendent of Botanical Garden at Calcutta	1,250	1,050	800		With an additional allowance of Rs. 200 as Professor of Botany in the Medical College. (Home Department No. 2571, dated 16th June 1868.) The Salary has been kept up to Rs. 1,500, under Financial Department, No. 934, dated 9th ——1870.
At other places	As a 2nd Class Civil Surgn.				House free.
Charges (Medical) of Colleges—					
If above 75 students	Rs. 100				
If under 75 students	,, 50				
Allowances for additional Charges.					
In cases where no portion of the staff salary of the absentee is available—					
Medical charge of an extra Native Regiment	,, 100				
Medical charge of an extra wing of a Native Regiment, or of a detachment consisting numerically of not less than a wing ...	,, 75				
Medical charge of a Civil station by a Regimental Medical Officer, or of a Regiment by a Civil Surgeon, in addition to his own duty...	,, 100				

APPOINTMENTS.	Staff Salary per mensem.	REMARKS.
INDIAN MEDICAL DEPT.—*continued*		
Allowances for extra Charges.		
Payable wholly to the Officer in actual performance of the duty—		
Medical charge of a Store Depôt ...	Rs. 100	
Medical charge of a Stud Depôt ...	,, 50	
Medical charge of Divisional Staff — At stations where there is no "Garrison Surgeon," or "Staff Surgeon and Medical Store-keeper."	,, 100	
Medical charge of Brigade or Station Staff ... — At stations where there is no "Garrison Surgeon," or "Staff Surgeon and Medical Store-keeper."	,, 30	
Medical charge of a Lock-hospital — 1st Class	,, 100	
Medical charge of a Lock-hospital — 2nd Class	,, 50	

Note 1.—A monthly allowance of Rupees 30 from Provincial Funds is allowed to a Station Staff Surgeon placed in charge of the Civil Medical duties of the Head-Quarters of a Civil Sub-Divisional Office, in lieu of any separate fee or other remuneration from either the Civil or Military Department. (*Financial Department No.* 1318, *dated* 24*th July* 1872.)

Note 2.—The allowances granted for the medical charge of Colleges in the mofussil shall in future cease. On vacancies occurring Assistant Surgeons will be appointed who will receive their grade pay plus a staff allowance of Rs. 100 at full colleges and Rs. 50 at First Arts Colleges. (*Govt. of Bengal, dated* 13*th December* 1872.)

Note 3.—The pay of the Sanitary Commissioner, Bengal, is fixed at Rs. 1,200 rising to Rs. 1,750 a month by annual increments of not more than Rs. 100. (*G. I. No.* 3759, *dated* 14*th November* 1879.) Presidency House-rent is not admissible to the Sanitary Commissioner, Bengal. (*H. D. No.* 121, *dated* 15*th May* 1876.)

Note 4.—A Medical Officer who is a Superintendent of Central Jail, an appointment the salary of which was not fixed in G. G. O. of April 1867, cannot be allowed the full batta pay in lieu of consolidated salary. (*G. I. No.* 7546, *dated* 30*th December* 1874.)

Note 5.—A Surgeon in attendance on the Lord Bishop of Calcutta on episcopal visitation draws if appointed to the service after 7th November 1864 the consolidated salary admissible to an officer of his standing whilst in charge of a Native Regiment; and if appointed before that date, either his consolidated salary or the full batta rate of pay authorised in para 10 of the Secretary of State's despatch, dated 16th May 1864. (*G. I. No.* 1384, *dated* 14*th March* 1867.)

Note 6.—A medical officer temporarily withdrawn from his substantive duties for attendance on the Lieutenant-Governor's camp during a march on tour may be allowed to draw the same

pay and allowances that he was drawing at the time of his selection for that duty. *(G. I. No.* 2074, *dated* 19*th July* 1871.*)*

2. The unemployed and full pay of Medical Officers are shewn in the following table :—

		Unemployed Pay.			*Full Pay.* Rs.	A.	P.	
Surgeon-Major	25 years' service ...	888	12	0	1,093	2	0	Per mensem.
	20 ditto ...	852	3	7	1,056	9	7	
	15 ditto ...	677	6	11	825	11	5	
	Under 15 years' service	640	14	6	789	3	0	
Surgeon	10 years' service ...	410	9	5	451	14	5	
	6 ditto ...	392	5	2	433	10	2	
	5 ditto ...	304	14	2	335	12	2	
	Under 5 years' service	286	10	0	317	8	0	

Note.—The rates of pay in col. 2 are not applicable to Officers appointed to the Indian Medical Service after 7th November 1864. The rates in the first column, are applicable to such Officers and to all Medical Officers of the British or Indian service drawing a full or half staff salary. (*G. I. No.* 2127, *dated* 31*st March* 1874.) Medical Officers in Civil employ who were in the service on or before 7th November 1864 have the option to draw the "full pay" as shewn above or the consolidated salaries of their appointment, while those who entered the service after that date, have the option to draw either such consolidated salaries, or the "unemployed pay" of their rank. (*G. I. No.* 1723, *dated* 23*rd March* 1869, & 844 *of* 1*st June* 1878.)

3. Surgeons General and Deputy Surgeons General, on vacating office at the expiration of the five years tour of duty, draw an unemployed salary of Rs. 1,200 and Rs 900 per mensem, respectively for six months, after which the following rates are admissible :—

		£	s.	d.	
Surgeon-General ...	30 years' service ...	2	5	0	Per diem.
	25 ditto ...	2	5	0	
	20 ditto ...	2	0	0	
Deputy Surgeon-General ..	30 years' service ...	1	14	0	
	25 ditto ...	1	10	0	
	20 ditto ...	1	8	0	

4. The English rate of pay is passed to a Medical Officer on appointment to the service, from the date of his passing the Civil examination at the Army Medical School. Pay and Indian allowances are passed to a Surgeon arriving to join the Indian Medical Service on and from the date he lands in India. (*Revised Military Pay Code,* 1881, *Arts* 547 & 548 ; *Financial Department No.* 1033, *dated* 21*st June* 1867.)

5. Indian Medical Service—English Furlough pay.

RANK.	After 30 years' service on full pay.	After 25 years' service on full pay.	After 20 years' service on full pay.	After 15 years' service on full pay.	After 12 years' service on full pay.	After 10 years' service on full pay.	After 5 years' service on full pay.	Under 5 years' service on full pay.
	£ s. d.	£ s. d.	£ s. d.	s. d.	s. d.	s. d.	s. d.	s. d.
Surgeon-General, per diem	2 5 0	2 5 0	*2 0 0	...	...	...	...	...
Depy. Surgeon-Genl. „	1 14 0	1 10 0	*1 8 0	...	...	...	...	...
Surgeon-Major ... „	.....	1 5 0	1 2 0	18 0	15 0	...	...	...
Surgeon ... „	.....	.....	.....	...	...	13 0	11 6	10

6. A Medical Officer drawing unemployed pay, staff salary, or consolidated salary when the aggregate is Rs. 1,400 or less, holding an appointment at a presidency town, and not supplied with public quarters free, draws house-rent according to his relative rank. (*Revised Military Pay Code*, 1881, *Art* 105.)

7. Pay of Administrative Staff (Civil.)

Surgeon General with the Government of India ... Rs. 2,700
Deputy Surgeon General for Civil Medical Administration in Bengal ... ... „ 2,250

The Sanitary Commissioner of Bengal will have the rank pay and privileges of a Deputy Surgeon General, as soon as he attains 26 years' service, or as soon as an officer below him on the list is promoted to the Administrative grade. The Office of Supdt. Genl. of Vaccination where it exists is abolished, and this officer as well as the Superintendents of Vaccination are to be Deputy Sanitary Commissioners under the orders of the Sanitary Commissioner. (*G. I. H. R. A. No.* 150, *dated* 15*th March* 1880.)

8. Medical Officers who have elected the warrant pay of their rank in lieu of the consolidated salaries are entitled to any extra allowances which are payable in addition to those consolidated salaries. (*G. I. No.* 1482, *dated* 23*rd June* 1872.)

9. When a Civil Surgeon is required to proceed beyond the limits of his charge in order to appear as a witness in any judicial proceeding, he shall, in addition to the salary of his office, continue to draw the local allowances

* Or on promotion should these periods of service not be already completed.

attached thereto without prejudice to the claim of his *locum tenens* to draw those allowances. (*G. I. No.* 1905, *dated* 29*th March* 1877.)

10. If under any circumstances a Covenanted Medical Officer is appointed to the charge of a Civil station, which under the classification is to be held by an Uncovenanted Medical Officer, he draws the pay of an officer attached to a 2nd class Civil station.

11. The Chemical Examiner to Government is charged with the duty of analysing Government opium in Calcutta he being paid Rs. 32 for each analysis. (*G. I. No.* 5747, *dated* 24*th August* 1874.)

12. A Medical Officer at a cantonment holding a purely Military appointment if required to perform the Civil Medical duties of the Cantonment magistracy shall receive a monthly allowance of Rs. 30 per mensem authorised in Finl. Dept. No. 1318, dated 24th July 1872. (*G. I. No.* 881, *dated* 31*st January* 1874.)

13. As a general rule no one but a Commissioned Medical Officer should be appointed to an office the pay of which was fixed by G. I. No. 370, dated 4th April 1867. Although as an exceptional case it might sometimes be necessary to appoint an officer possessed of special qualifications who was not in the Commissioned Medical Service, yet no such appointment should be made without the previous sanction of the Government of India, and the allowances of an officer thus exceptionally selected would be specially fixed by the Government of India in each case. (*G. I. No.* 2185, *dated* 14*th August* 1876.)

Those orders apply also to the offices mentioned in the Home Department Resolution No. 85-1499, dated 8th December 1867.

But when an Uncovenanted or Subordinate Medical Officer in charge of a Civil station holds any of these offices as an additional charge, he may receive the allowances therein fixed for such additional charge as if he were a Covenanted Officer. (*G. I. No.* 3816, *dated* 31*st August* 1876.) But it must be insisted upon that Commissioned Medical Officers in the several services at any time are utilised to the utmost, and heads of Medical departments and Local Governments should take all precautions to see not only that there be no avoidable encroach-

ment by Uncovenanted Officers upon the appointments for which Commissioned Officers are sanctioned and provided, but that not a single Uncovenanted Medical Officer be appointed to any Civil Medical charge, unless no Commissioned Medical Officer is available for the duty. No office should be admitted to the list of offices for which Commissioned Medical Officers are to be provided unless the appointment of a Commissioned Medical Officer thereto is compulsory within the meaning of this order. (*G. I. No.* 4177, *dated* 31*st October* 1877.)

Note 1.—Whenever the entire cost of the Medical Department is a Provincial charge the Local Governments and Administrations shall exercise the power of appointing a Non-commissioned Medical Officer to an office in the Commissioned Medical Service which is reserved to the Government of India by the order No. 2185, dated 14th August 1876 in accordance with the general principles laid down there. (*G. I. No.* 1864, *dated* 12*th December* 1879.)

2.—Local Governments are empowered henceforth to appoint Uncovenanted Medical Officers, temporarily to charges alloted to Commissioned Medical Officers, subject to the condition that the Surgeon General of the Presidency certifies that no Commissioned Medical Officer is available to fill the vacancy. (*H. R. A. No.* $\frac{6}{167\text{-}79}$, *dated* 16*th March* 1881.)

14. A Commissioned Medical Officer holding a Civil appointment on consolidated pay which is less than his Military pay shall receive the difference between his Civil and Military pay only if he is prevented from resigning his appointment for public reasons to be approved by the Government of India in the Military and Financial Departments, and that whenever a Commissioned Medical or other Military Officer holding a Civil appointment on consolidated pay which is less than his military pay, is allowed to draw the difference between them, he shall draw it from the department from which he receives his consolidated pay. (*G. I. No.* 846, *dated* 11*th February* 1876.)

Note.—The above ruling does not apply to any officer who was appointed to the Medical Service before 7th November 1864. (*G. I. No.* 1500, *dated* 4*th July* 1876.)

15. The British Army Medical Department and the Indian Medical Department have from 31st March 1880 formed one Department for the Medical Administration

of the Army in the three Presidencies. (*G. O. No.* 13, *dated 2nd January* 1880.)

16. The grades of Medical Officers in the Indian Military Forces are five in number—

1.—Surgeon General.
2.—Deputy Surgeon General.
3.—Brigade Surgeon.
4.—Surgeon-Major.
5.—Surgeon.

The relative rank is as follows :—

Surgeon General as Major-General, according to the date of his commission.

Deputy Surgeon General as Colonel, according to the date of his commission.

Brigade Surgeon as Lieutenant-Colonel, according to the date of his commission, or according to the date upon which he completed 20 years' service as Surgeon and Surgeon-Major.

Surgeon-Major as Major, according to the date of his commission, and after 20 years' service as Surgeon and Surgeon-Major, as Lieutenant-Colonel.

Surgeon as Captain, according to the date of his commission.

A Surgeon shall be promoted to Surgeon-Major on completion of 12 years' service from the date of first commission.

Promotion from the rank of Surgeon-Major to that of Brigade Surgeon shall be given by selection for ability and merit.

Promotion from the rank of Brigade Surgeon to that of Deputy Surgeon General and from the rank of Deputy Surgeon General to that of Surgeon General, shall be given by selection for ability and merit. (*G. O. No.* 13, *dated 7th January* 1881.)

17. Medical Officers are entitled to all the allowances granted to India Military Forces on account of wounds and injuries received in action as combatant officers holding the same relative ranks. Their families shall in like manner be entitled to all the allowances granted, under existing regulations, to the families of combatant officers holding the same relative ranks. (*G. O. No.* 13, *dated 7th January* 1881.)

18. With a view to afford Medical Officers of the Indian Service, employed on Civil duties, the opportunity of acquiring the latest experience of Military Medical Administration before their nominations for promotion to the Administrative grade, which nominations will be made at a date to meet as nearly as possible, foreseen vacancies, the Governor General in Council is pleased to notify that such officers in the event of their not having performed military duty for six months within the three years immediately preceding the time of their probable promotion, shall, on nomination, be required to spend six months in Medical charge of a Native Regiment at a station which is the Head-Quarters of a Deputy Surgeon General, with whom they will be associated in view to their acquiring, a thorough acquaintance with the details of the office and the administrative system in force with British and Native troops.

An Officer thus directed shall, while in charge of a Native Corps, relinquish the pay of his Civil appointment, receiving in lieu that of an officer of his rank in Medical charge of a Regiment; but he will retain a lien on his Civil appointment to which he may, should he desire to do so, revert on the expiration of the six months and await his turn for promotion. Officers proceeding to join regiments and on reverting to Civil duty will be treated as officers on the Military establishment, and travel under the warrants of their rank. (*G. O. No.* 575, *dated* 27*th Sept.* 1880.)

19. Civil Surgeons and Civil Medical Officers whether European or Native are entitled to compete for the rewards mentioned in Note V, Appendix 1, on the condition that a Native candidate shall not be allowed a reward for passing an examination in any language with which from his birth or education he is naturally familiar or which is closely allied to his Vernacular language. (*H. R. A. No.* 86, *dated* 16*th September* 1880.)

Uncovenanted Medical Officers.

20. Uncovenanted Medical Officers when appointed to the Permanent Medical Charge, draw consolidated salaries as follows:—in full payment of all official, medical and Sanitary duties, inclusive of those appertaining to

Dispensaries, Police, &c., save that for the Medical charge of Jails for which the extra allowance admissible to a Covenanted Medical Officer is given :—(*G. I. No.* 2295, *dated* 25*th April* 1867.)

		Per mensem.
If below 5 years service	Rs.	350
Above 5 and under 10 years of approved service	„	450
Above 10 and under 15 years ditto	„	550
Above 15 years of approved ditto	„	700

Note.—The service of an Uncovenanted Medical Officer towards the periodical increments of pay, under the new scale, reckons from the date of his entering upon the duties of his first appointment to the Medical charge of a civil station, provided he is not at the time an Assistant Surgeon, and if he is so, from the date on which he may cease to be an Assistant Surgeon. (*G. I. No.* 2599, *dated* 17*th September* 1867.)

21. When placed in medical charge of a lunatic asylum or of a college, or in administrative charge of a jail, they draw the regular extra allowances admissible to a Covenanted Medical Officer for like charges. (*G. I. No.* 2295, *dated* 25*th April* 1867.)

22. An Uncovenanted Medical Officer not holding any substantive appointment under Government, if appointed to the Medical charge of a Civil station in an officiating capacity, whether the permanent incumbent of such station be a Covenanted or Uncovenanted Officer, draws Rs. 350 per mensem. (*G. I. No.* 2629, *dated* 28*th April* 1880.)

23. An Uncovenanted Medical Officer is eligible for appointment at any station for which a Covenanted Officer is sanctioned, if the services of an officer of the latter class be not available. (*G. I. No.* 2295, *dated* 25*th April* 1867.)

[This is to be read with Section 13.]

24. With reference to Financial Department No. 2295, dated 25th April 1867, laying down a revised scale of consolidated pay for Uncovenanted Medical Officers when in medical charge of Civil stations, it is ruled that service by an Uncovenanted Medical Officer in the permanent Medical charge of the Civil station of a district or in other equivalent permanent medical charge, if rendered under that order, that is, from and after 25th April 1867, shall not, by any subsequent breaks, be forfeited in the reckoning of qualifying

service towards the periodical increments of pay according to the scale prescribed in that order, unless a break be caused by removal for misconduct, in which case all antecedent services towards the periodical increments will be forfeited.

This rule applies also to Honorary Surgeons and other members of Apothecary class employed in independent medical charge of civil stations who, under the ruling in para 28 of the General Order of the Government of India in the Military Department No. 550, dated 5th June 1868, are entitled to receive pay in accordance with the scale laid down in Notification No. 2295, dated 25th April 1867. (*G. I. No.* 3511, *dated* 20*th October* 1876.)

25. The allowance sanctioned for an Uncovenanted Medical Officer sent to Port Blair in charge of convicts is Rs. 300 a month with free mess not including wine or beer.

An Officer of Her Majesty's Indian Medical Service should draw the pay of his grade unless that pay be less than Rs. 300 a month, when he may draw Rs. 300 a month but to such an officer the ordinary rules of the service in respect of messing will apply.

The allowance for a Warrant Medical Officer thus employed should be the pay of his rank with Rs. 30 charge allowance and a free mess not including wine or beer.

The allowance may be given for the whole period of the officer's absence from Calcutta including any time that the officer is detained on duty at Port Blair. (*G. I. No.* 988, *dated* 7*th June* 1879.)

Assistant Surgeons.

(Assistant Surgeons were known as Sub-Assistant Surgeons until the issue of G. I. Home Department No. 132, dated 25th March 1879.)

26. Assistant Surgeons are divided into 3 classes :—

1st class above 14 years draw Rs. 200 a month.
2nd class above 7 and under 14 „ 150 „
3rd class under 7 years ... „ 100 „

(*H. D. No.* 15, *dated* 6*th January* 1849; *Financial Department No.* 2237, *dated* 5*th September* 1865.)

27. A passed student of the Medical College who submits a declaration that he will accept Government service, is admitted into the service as Assistant Surgeon 3rd class, and he receives pay as a Supernumerary at the disposal of the Surgeon General at Rs. 50 per mensem, until posted to an appointment. (*G. I. No.* 1026, *dated* 28*th February* 1855.)

Note.—From 1st January 1884 the number of appointments to the Government service as Assistant Surgeon will be regulated by the requirements of the Medical Department and passed students of the Medical College will no longer have a claim to enter the service of Government as a matter of right. (*Government of Bengal No.* 1286, *dated* 17*th March* 1879.)

Medical Students, who have already passed the qualifying examination for employment as Assistant Surgeon, should declare their intention of entering the service of Government on or before 15th August 1881. In the years which still remain of the present system, *i. e.*, up to 1st January 1884 such declaration must be made within one month of passing the qualifying examination. (*Calcutta Gazette, July* 28, 1880, *P.* 637.)

28. On passing a successful examination for a higher grade, an Assistant Surgeon draws enhanced pay from the date following that on which he completes, 7 or 14 years' service; if he does not pass on a first examination he draws, on passing, increased pay from the expiration of the period for which he may have been remanded. (*Home Department No.* 15, *dated January* 1849.)

Note.—Teachers in the Campbell Medical School are eligible for promotion to the pay of the next higher grade on completing half the septennial period in the lower grade, provided they are recommended for the increase by the Principal and Surgeon General. The substantive promotion of the teachers will continue to be made under the Medical regulations. In the event of an Assistant Surgeon's ceasing to be a teacher, he will revert to the pay of his grade. The application of this rule is extended to the teachers of the other Vernacular Medical Schools. (*Government of Bengal No.* 588, *dated* 3*rd October* 1879; *G. I. No.* 1313, *dated* 20*th March* 1880.)

Note.—The examination of Assistant Surgeons for promotion to a higher grade takes place biennially (1st May, and 1st November) and successful examinees are allowed to draw arrears of increased pay from the date on which they complete their term of service qualifying for promotion. (*Home Department No.* 2158, *dated the* 10*th May* 1869.)

G. I. F. D. 21st Sept. 1849.

29. An Assistant Surgeon is allowed full pay of rank while proceeding to pass septennial examinations—but this indulgence is granted only once for each grade of examination.

G. I. F. D. No. 611, dated 30th June 1868.

30. An Assistant Surgeon promoted to the rank of an Uncovenanted Medical Officer, draws pay as laid down in para. 20, but his promotion does not involve loss of previous service towards leave or pension; such previous service, however, does not qualify for the periodical increments of his pay as an Uncovenanted Medical Officer.

Home Dept. dated 18th November 1854.

31. During the period which intervenes between a Sub-Assistant Surgeon's employment in one situation and his appointment to another, he draws the pay of his rank, unless his removal from his last appointment be caused by any fault of his own.

Note.—A supernumerary Assistant Surgeon, who is posted as a temporary measure and not with a view to permanent promotion, draws pay as a supernumerary after he is relieved of the duties of such appointment.

32. When placed in charge of a Charitable Dispensary an Assistant Surgeon draws an extra allowance of Rs. 20 a month, (but not if his only office is the charge of the Dispensary.) (*Financial Department No.* 2075, *dated* 18*th March* 1859), nor if there is a Native Doctor also in charge. (*G. I. Finl. Dept. No.* 2876, *dated* 22*nd May* 1868.)

33. Assistant Surgeons employed as teachers in the Sealdah Campbell Medical School are allowed to draw Rs. 150 per mensem in addition to the pay of their grade. The four resident Surgeons, selected from among the supernumeraries, are to draw Rs. 50 a month for giving clinical instruction to the vernacular class in addition to their pay as supernumeraries. (*Government of Bengal No.* 4135, *dated* 19*th November* 1873.)

34. Assistant Surgeons draw the following extra allowances for the following additional charges in Bengal.

		Per mensem.
For a Jail Hospital in the room of a Native Doctor...	Rs.	10
For a Police	„	10
For a Normal School...	„	20
For additional charge of a sub-division when the substantive appointment is at a Dispensary and no Native Doctor is attached.	„	20

(*G. I. Finl. Dept. No.* 1295, *dated* 30*th June* 1873.)

Note.—The last allowance cannot be granted to an Assistant Surgeon for the mere charge of a sub-division. The medical and executive charge of the Subsidiary Jail in a sub-division in such a case forms a portion of the ordinary duties of the Assistant Surgeon for which he receives his grade pay. (*Government of Bengal No.* 2992, *dated* 7*th August* 1879.)

34. The following extra charges are drawn by Assistant Surgeons, provided the extra duty is ordinarily a substantive and separate one, and when they are attached to one particular hospital and are not in charge of several :—

		Per mensem.
For a Lunatic Asylum	Rs.	20
For a 1st class Lock Hospital	„	20
For a 2nd class ditto	„	10

(*G. I. Finl. Dept. No.* 1295, *dated* 30*th June* 1873.)

35. Demonstrators of Anatomy at the Calcutta Medical College are appointed for a period of 5 years, no extension beyond that time being given without the special order of Government. (*Government of Bengal No.* 309, *dated* 6*th June* 1879.)

The House Surgeon of the Opthalmic Hospital, Calcutta, holds office for 3 years. (*Government of Bengal No.* 8237, *dated* 26*th June* 1879.)

39. The following rules are laid down by the Local Government (*Government of Bengal No.* 4556*A*, *dated* 3*rd November* 1879,) regarding the grant of charge allowance to Assistant Surgeons and Civil Hospital Assistants, when placed in charge of Civil Stations in the absence of Civil Surgeons :—

I.—When the Civil Surgeon quits his station on formal leave of any kind, the claim for charge allowance may be recognized.

II.—When the Civil Surgeon leaves his station for the interior of his district only on inspection duty, or for any other reason of public service,

the claim for charge allowance may be recognized when the absence is of seven days' duration or more.

Note.—An Assistant Surgeon in charge of a Civil Station is not entitled to Police and Dispensary allowances. (*G. I. No.* 2092, *dated* 14*th July* 1875.)

Subordinate Medical Establishment.

G. O. No. 550 of 1868.

40. *Medical Subordinates.*—The Subordinate Medical Establishment is divided into two classes, *viz.* :—

1*st.*—Apothecary Class,	For general employment with European Troops, Hospitals, Depôts, &c., including the Subordinate Medical Department in Bengal, the corresponding portion of the Medical Establishment in Madras, and the Warrant Medical Officers and Apprentices in Bombay.
2*nd.*—Hospital Assistant Class,	For general duty with Native Troops and Native Civil Hospitals, including the present "Native Doctors" in Bengal, "Dressers" in Madras, and "Hospital Assistants" in Bombay.

Ditto ditto.

41. *Apothecary Class.*—The 1st or "*Apothecary Class*" consists of the following grades,* and all these grades, with the exception of Hospital Apprentices, hold rank as Warrant Officers, taking rank above Non-Commissioned Officers :—

Senior Apothecary		†400 0 0
Apothecary ...	Above 5 years' service in that grade ...	†200 0 0
	Under 5 ditto ditto ...	†150 0 0
Asst. Apothecary	Above 5 years' service in that grade...	†100 0 0
	Under 5 ditto ditto ...	†75 0 0
Passed Hospital Apprentice		†50 0 0
Hospital Apprentice	1st year	16 0 0
	2nd year	20 0 0
	When in College, 1st year	20 0 0
	Ditto 2nd year	25 0 0
	Ditto 3rd year	30 0 0

* The grade of Honorary Surgeon forms no part of the regular Medical Establishment, but the rank is given to those who are deemed worthy of the distinction.

† With a field allowance of Rs. 30 per mensem when marching, or in the field. Also a staff or employed allowance when senior with or in subordinate medical charge of the Hospital of a British Regiment or detachment of British Troops, or of a Battery of Artillery, or a Depôt or Sanitarium, or attached to a General Hospital or Medical Store Depôt.

Note.—Medical Subordinates employed in Port Blair or British Burmah are allowed an addition of Rs. 50 per cent. on the pay of their substantive grades from the dates of embarkation.

42. English Furlough pay :—

		£	s.	d.
Honorary Surgeon	per annum ...	150	0	0
Senior Apothecary	" ...	100	0	0
1st Class Apothecary	" ...	80	0	0
2nd Class Apothecary	" ...	60	0	0
Asst. Apothecary 1st and 2nd Class ...	" ...	40	0	0

43. The staff or employed allowance of Rs. 30 per mensem to Senior Medical Warrant grades is likewise admissible to them, when attached to, or in charge of, a separate Garrison Hospital, Dispensary, Arsenal, or any large Military Survey, or other establishment to which a separate Dispensary for medicines is authorized. G. O. No. 931 of 1868.

44. Honorary Surgeons and other Members of the "Apothecary" Class, when employed in charge of Civil Stations, draw pay as laid down for Uncovenanted Medical Officers in para. 19, service qualifying for the periodical increments of pay, counting from the date of entry on the pay of such appointment. G. O. No. 550 of 1868.

45. Time passed in permanent Medical charge of a Regiment by an Apothecary or Assistant Apothecary, counts as service towards the periodical increments of pay as an Uncovenanted Medical Officer, if such Apothecary be afterwards appointed to the permanent charge of a Civil Station. Finl. Dept. No. 1732, dated 19th Aug. 1868.

46. When there is no Medical Officer drawing any allowance for the charge, the following allowance is granted to a medical subordinate for the medical charge of a Lock Hospital.

If the Medical Subordinate with the Lock Hospital does not receive charge allowance with his regiment ...	Rs. 30 per mensem.
If he does receive charge allowance with his regiment	Rs. 20 per mensem.

(*G. I. No.* 2002, *dated* 31*st July* 1873.)

House-rent.

47. Medical Warrant Officers in Civil employ, who are not in receipt of consolidated Civil salaries and are not provided with free quarters, are entitled to the following scale of house-rent laid down for those in Military employ :— (*Military Pay Code,* 1881, *Art* 1447.)

	Rs.	A.	P.
Honorary Surgeon, Minor Apothecary	50	0	0
Apothecary	30	0	0
Assistant Apothecary	20	0	0

And an additional Rs. 50 per cent., on the above rates when serving at a Presidency town.

48. A Hospital apprentice in Civil employ, who is not in receipt of a consolidated salary, and is not provided with free quarters, is entitled to the following scale of house-rent :— (*Revised Military Pay Code,* 1881, *Art* 1620.)

	Rs.	A.	P.
Passed Hospital apprentice ...	12	0	0
Hospital apprentice	7	8	0

Hospital Assistants.

G. I. F. D. No. 339, dated 19th January 1878.

49. The conditions of service are as follow :— Civil Hospital Assistants will not be asked to serve out of the province for which they elect. They will be held liable for Military duty with regiments serving in the province to which they belong, in the event of necessity arising for withdrawing the Military Hospital Assistant from such regiments.

The Civil Scale of Pay shall be as follows :—

	Without English qualification.	With English qualification.
	Rs. per mensem	Rs. per mensem.
First Class above fourteen years' service... ...	35	55
Second Class above seven years' service ...	25	35
Third Class under seven years' service ...	20	25

Note.—The allowance for knowledge of English should not be passed to any Civil Hospital Assistant or Military Hospital Assistant in Civil employ, whose qualifications have not been tested and reported in the manner directed in the G. G. O.'s Nos. 945 of 1868 and 995 of 1873. Such Hospital Assistants as are now in receipt of the allowance, but do not hold the necessary certificate of having passed the examination, are allowed six months for purposes of preparation. *(G. I. Home Dept. No. 66, dated 29th January 1881.)*

Hospital Assistants of the several grades employed in British Burmah and Assam, being Natives of other Provinces, will be entitled to pay increased to the extent of Rs. 50 per cent and Rs. 25 per cent respectively.

In addition to the above scale of pay, special allowances of from Rs. 10 to Rs. 25 will be granted to Hospital Assistants for independent or other charges of more than ordinary importance, or when local circumstances, such as reputed unhealthiness or dearness of provisions, may give just ground for increasing the emoluments of a particular charge. Local Governments and Administrations will decide to what charges and appointment, within their respective provinces, special allowances shall be attached, and the amount in each case. Special personal allowances may also, on the recommendation of the Deputy Surgeon General of the Circle, be granted for exceptional good service.

Civil Hospital Assistants, when employed solely on Military duties, will receive pay according to the Military scale, and when a Civil Hospital Assistant is called upon to perform a Military duty in addition to his own proper work, he will be entitled to an extra allowance of Rs. 15 a month for a Regiment, Rs. 10 for a wing of a Regiment, Lock Hospital, or Station Staff Hospital, and Rs. 5 a month for any detachment less than a wing.

When a Hospital Assistant attached to a Dispensary, Jail, or other Institution, is appointed to an additional charge, such as a Lock-up, or a Police Hospital, or Normal School, he will be entitled to an extra allowance of Rs. 10 per mensem.

Civil Hospital Assistants will be eligible for pension under the rules of the Civil Pension Code.

The whole of the Bengal class of Native Doctors may be absorbed into the new class of Civil Hospital Assistants, and such of the locally entertained Native

Doctors in the various provinces, as may be specially recommended by the Deputy Surgeons-General of their respective Circles.

50. Extra allowances for the following additional charges are allowed to Hospital Assistants. (*Government of Bengal No.* 229, *dated* 13*th January* 1879.)

	Rs.
A Sub-divisional Dispensary	10
A Police Hospital	10
A Sub-division	10
A First Class Lock Hospital	10
A Second Class ditto	5
For visiting a Normal School	10
For charge of a Lunatic Asylum	10
For independent charge of Frontier Police Outposts	10
When employed on the personal staff of Commissioners and Agents to the Governor General...	10

51. A special grant of Rs. 10, in addition to his grade pay, is sanctioned for each Hospital Assistant placed in executive charge of a Lock-up. (*Government of Bengal No.* 609, *dated* 5*th February* 1879.)

52. A Civil Hospital Assistant is entitled to a special allowance of Rs. 10 per month for the executive charge of a Subsidiary Jail, without regard to the source from which his grade pay is met, and whether the Hospital Assistant is or is not in receipt of any extra allowance under para. 7 of Resolution of Home Department, dated 9th January 1879. (*Government of Bengal No.* 1845, *dated* 30*th August* 1880.)

Civil Hospital Assistants waiting for permanent appointment after being enrolled for service or those who revert to the supernumerary list after a temporary appointment, or who are placed in the list as a punishment, should draw only Rs. 10 a month without reference to grade, while those who are made supernumeraries for no fault of their own, after having been in permanent employ, should receive the full pay of their respective grades. (*Government of Bengal No.* 957, *dated* 4*th May* 1880.)

53. Hutting money is not admissible to Civil Hospital Assistants nor to Military Hospital Assistants in Civil employ. (*G. I. No.* 3545, *dated* 24*th October* 1878.)

54. The Surveyor General is empowered to grant additional remuneration (within budget limits) to Hospital Assistants of the Survey Department, whom it may be desirable to employ on other work in addition to their Medical duties. *(G. I. H. R. A. No.* 41, *dated* 28*th January* 1881.*)*

55. The rates of pay of Native Medical Pupils are as follows :—

	For those qualified in the English language.	For those not qualified in the English language.
	Rs.	Rs.
Native Medical Pupil, 1st year ...	7	5
" 2nd year ...	8	6
" in College or Medical School, 1st year ...	9	7
" 2nd year ...	10	8
Passed Medical Pupil	16	12

Note.—The allowance to Medical Pupils includes ration money.

56. The pay of a Native Medical Pupil commences from the date of his passing the preliminary examination, and will be passed by the department in which he may be employed. (*Military Pay Code, Vol. II, Art.* 73.)

A Native Medical Pupil attached to a Medical School or College for the prescribed course of study, who is idle and inattentive, or who from idleness or other misconduct has failed to make due progress in his studies, may have the increase of pay (given after the 1st year's residence) withheld or withdrawn by the Principal of the School or College, subject to the confirmation of the Government of the Presidency. (*Military Pay Code, Vol. II, Art.* 72.)

57. No portion of service as medical pupil is allowed to reckon towards increased pay as Hospital Assistant, service counting only from the date of appointment as 3rd Class Hospital Assistant. (*Military Pay Code, Vol.* II., *Art* 74.)

Veterinary Department.

58. *British and Indian Services.*

Rank.	Pay and Indian allowances* per mensem.			English pay per diem.		
	Rs.	A.	P.	£	s.	d.
Principal Veterinary Surgeon in India ...	1,183	2	0	1	5	0
After 25 years' service	1,207	7	7	1	7	0
„ 30 „ „	1,244	0	0	1	10	0
Inspecting Veterinary Surgeon	1,000	15	0	1	5	0
After 25 years' service	1,025	4	7	1	7	0
„ 30 „ „	1,061	13	0	1	10	0
Veterinary Surgeon, 1st class	578	6	10	0	16	0
After 5 years' service as such	602	12	5	0	18	0
„ 10 „ „ „	627	2	0	1	0	0
„ 15 „ „ „	651	7	7	1	2	0
„ 30 „ total service	675	13	2	1	4	0
Veterinary Surgeon under 5 years' service ...	377	8	0	†0	10	0
After 5 years' service	401	13	7	†0	12	0
„ 10 „ „	432	4	7	†0	14	6

* The rates of pay and Indian allowances include horse allowance at Rs. 120 for the Principal and Inspecting Veterinary Surgeons, Rs. 90 for Veterinary Surgeons, 1st Class, and Rs. 60 for Verterinary Surgeons.

† These rates of English pay are only applicable to Veterinary Surgeons appointed before the issue of the Royal Warrant, dated 22nd April 1878. Those appointed on or after that date receive £250 a year.

Classified List of Civil Medical Stations and Jails in the Lower Provinces.

Civil Medical Stations.			Jails.			
First Class.	Second Class.	Uncovenanted Medical Station.	First Class.	Second Class.	Third Class.	Fourth Class.
24-Pergunnahs, Patna, Dacca, Moorshedabad, Burdwan, Cuttack.	Darjeeling, Nuddea, Midnapore, Rajahaye, Jessore, Howrah, Rungpore, Dinagepore, Hooghly, Backergunge, Chittagong, Mymensing, Tipperah. Hazareebagh, Sarun, Mozufferpore, Bhaugulpore, Arrah. Moonghyr, Chumparun, Gya, Purneah. Ranchee, Durbhunga.	Beerbhoom, Manbhoom, Maldah, Bancoorah, Balasore, Pooree, Pubna, Furreedpore, Bograh, Sonthal Pergunnahs, Singbhoom, Julpigooree, Noakholly.	Jessore, Dinagepore, Mozufferpore, Dacca.	Patna, Moorshedabad, Burdwan, Nuddea, Rungpore, Hooghly, Backergunge, Mymensing. Sarun, Arrah, Chumparun. Gya, Purneah, Beerbhoom. Furreedpore.	Cuttack, Chittagong, Lohurdugga, Tipperah, Monghyr, Durbhungah, Manbhoom, Bancoorah, Balasore, Pubna, Noakholly.	Darjeeling, Maldah, Pooree, Bograh, Singbhoom, Julpigooree.

CHAPTER X.

Ecclesiastical Officers.

53 Geo. III Cap.155, Sec. 49. 4 Geo. IV Cap 71 Sec. 5.

1. The Metropolitan Bishop of Calcutta draws a salary of Rs. 3,831-6 8 a month, from the day on which he assumes charge of the duties of his office, such salary being in lieu of all fees and perquisites whatsoever. He is provided also with a suitable residence in Calcutta.

4 Geo. IV. Cap 71 Sec. 5.

2. When on visitation within his diocese, the Metropolitan Bishop draws an additional allowance of Rs. 1,000 a month; and when he proceeds by sea, arrangements are made to provide him and suite with a free passage at the public expence.

6 Geo. IV Cap. 85 Sec. 5.

3. If the Metropolitan Bishop dies on the voyage out or within six months from date of taking charge of office, his estate receives a year's salary minus any salary that has been drawn or may be due to him. If he dies after six months' service, his estate receives six months' salary in addition to what may be due to him up to date of demise.

Chaplains.

4. Senior Chaplains of the Church of England draw Rs. 800 a month, and Junior Chaplains Rs. 500 a month, but as their salaries are personal they are not entitled to deputation allowance when acting for each other. (*G. I. No.* 2657, *dated* 26*th June* 1855; *Ibid No.* 2097, *dated* 12*th March* 1860.) Senior and Assistant Chaplains of the Church of Scotland draw similar allowances. (*G. I. No.* 2157, *dated* 26*th June* 1855; *Ibid No.* 2815, *dated* 26*th November* 1859.) And an Assistant Chaplain of the Church of Scotland is not entitled to any addi-

tional pay when acting for a Senior Chaplain. *(G. I. Finl. Dept. No.* 203, *dated* 30*th March* 1870.*)*

5. The allowances of the Archdeacon Calcutta should be regulated as follows :— Finl. Dept. No. 415, dated 16th May 1873.

The Archdeacon draws in addition to his pay as Chaplain and allowances as Archdeacon (Rs. 266-10-8) (1) while in Calcutta, house-rent at Rs. 175, (2) while absent from Calcutta :

(a) for 3 months or less, house-rent at Rs. 175 per month, and visitation allowance at Rs. 250 ;

(b) for more than 3 months, visitation allowance of Rs. 250 only.

Note.—The Archdeacon when absent on visitation for more than three months, is allowed to draw house-rent for the first three months in addition to visitation allowance, provided he certifies that he actually paid house-rent for that time. (*Finl. Dept. No.* 2311, *dated* 13*th April* 1874.)

6. Junior Chaplains are entitled to promotion to the senior rank after ten years' service which counts from date of arrival in India and includes all descriptions of authorized absence. (*Secretary of State's No.* 19, *dated* 27*th September* 1866, *Finl. Dept. No.* 2261, *dated* 18*th December* 1866, *No.* 787, *dated* 14*th February* 1867.) If promoted before completing ten years' service, they are entitled to the pay and privileges of the higher rank. (*Finl. Dept. No.* 787, *dated* 14*th February* 1867.) Assistant Chaplains of the Church of Scotland are entitled to promotion to the Senior Grade after ten years' service. (*G. I. Finl. Dept. No.* 3551, *dated* 11*th November* 1868.)

Note.—When a Chaplain is to be transferred from one Local Government to another (as from the Punjab to Bengal) the transfer should be carried out under the orders of the Bishop. If, however, a Chaplain is to be transferred from a Local Administration to a Local Government (say from the Central Provinces to the North-Western Provinces), the Bishop or his Chaplain

will address the Government of India, and the Home Department will place the services of the Chaplain at the disposal of the Local Government indicated, notifying the same in the *Gazette of India.* But where the transfer is to be made from a Local Government to an Administration (as from the North-Western Provinces to the Central Provinces), the services of the Chaplain should be placed by the Local Government at the disposal of the Home Department, who will be informed by the Bishop or his Chaplain as to the Station to which he is to be posted, when the Home Department will gazette him accordingly, sending a copy of the Notification to the Local Administration concerned. When, however, the transfer is between two Local Administrations, all the orders will be issued by the Government of India on the recommendation of the Bishop, and the necessary Notification will be published in the *Gazette of India.* *(G. I. Finl. Dept. No.* 656, *dated* 30*th May* 1873.*)*

7. A Clergyman appointed by the Additional Clergy Society to a station at which the appointment of a Clergyman of the Society has been authorized by the Government of India in the Home Department, or to a charge usually held by a Chaplain on the regular establishment, is entitled, provided that there is no Chaplain on duty at the same place, to an allowance of Rs. 150 a month. *(G. I. Home Dept. No.* 901, *dated* 20*th July* 1855; *Ibid, dated* 2*nd September* 1859; *Ibid, dated* 10*th August* 1863; *Ibid Finl. Dept. No.* 1754, *dated* 6*th July* 1877.*)*

The power of sanctioning these allowances has been delegated to the Local Governments. (*G. I. Finl. Dept. No.* 2816, *dated* 21*st September* 1878.) He also draws a similar allowance when appointed to Railway Stations, with the previous approval of Government, provided that contributions from private sources amount to at least £100 a year before Government is asked to supplement the amount. *(G. I. Finl. Dept. No.* 2939, *dated* 18*th November* 1865; *Ibid No.* 1339, *dated* 24*th July* 1868*)*. A Clergyman, appointed to perform the duties of a Chaplain on the regular establishment, is entitled to an allowance of Rs. 100 a month. *(Pay and Acting Allowance Code, Sec.* 52*(a).)*

Whenever a Clergyman of the Additional Clergy Society is appointed a Chaplain on the establishment,

the Government reimburses that Society the amount of his passage money as follows :—

If he has been in the service of the Society for less than 4 years	Rs. 1,500
If more than 5 and not exceeding 7 years	„ 1,000
If more than 7 and not exceeding 10 years	„ 500
If more than 10 years	„ *Nil.*

(*G. I. Finl. Dept. No.* 1260, *dated* 30*th June* 1866; *Ibid No.* 812, *dated* 31*st May* 1869.)

Senior and Junior Chaplains, while under suspension, draw subsistence allowance like Covenanted Civil Servants of corresponding rank. (*G. I. Finl. Dept. No.* 607, *dated* 12*th April* 1845.) If dismissed the service, they are allowed six months subsistence allowance and a free passage to England. (*G. I. Mily. Dept., dated* 23*rd December* 1853.)

8. A Chaplain selected by the Lord Bishop as his domestic Chaplain draws pay at Rs. 800 or Rs. 500 a month according to his class and nothing besides. (*Government of Bengal No.* 43, *dated* 20*th May* 1840.)

9. Chaplains are allowed to make family remittances at the rate of exchange fixed for the year and to the extent allowed to Military Officers of corresponding rank, (*viz.*, to Majors £150 and Captains £100) to or for the benefit of parents, wives, children, brothers or sisters. The remitter should present the money at the treasury along with an authority from the Circle Pay Master for the receiving of a named amount, the money will be credited as a miscellaneous military receipt and a formal acknowledgment given, which will be forwarded by the remitter to the Military Pay Department with the necessary particulars, in order that arrangements may be made for the remittance. Family remittances will invariably be made through the Paymaster of the Circle within which the remitter is residing. (*Sec.* 5,*Chap.* 22 *of Civil Account Code.*) Treasury Officers may grant transfer receipts at *par* to Chaplains to the amount of, and in part payment of their monthly salary bills at the time of their presentation, but not in exchange for cash on any treasury of the Presidency in which they are serving. (*Civil Account Code, Sec.* 2, *Chap.* 8.)

Finl. Dept. No. 2429, dated 8th April 1870. Ditto ditto No. 4069, dated 5th October 1871.

10. Episcopalian and Presbyterian Chaplains in Bengal, whether of the 1st or 2nd grade, draw house-rent at Rs. 170 a month when employed at the Presidency, if not supplied with free quarters.

Note.—Presidency House-rent is drawn by a Chaplain during absence on privilege leave as also by his substitute. *(Civil Leave Code.)*

Finl. Dept., dated 13th May 1861.

11. Junior Chaplains of the Church of England, appointed to the Churches at Kidderpore and Howrah, draw house-rent at Rs. 90 a month if not supplied with free quarters.

12. When Chaplains are appointed to Military Stations where suitable accommodation is not obtainable at reasonable rents, advances may be made by the Local Government to enable them to erect or purchase houses for their own accommodation, under the rules laid down in G. I. Finl. Dept., No. 1680, dated 30th June 1870; and Ibid No. 3123, dated 25th August 1871; and No. 5206, dated 26th August 1874. The limits of such advances are Rs. 4,320 for a Senior Chaplain, and for a Junior Chaplain Rs. 2,700.

Service Funds.

13. Chaplains appointed after the 9th November 1861, are not permitted to subscribe to the Military Service Funds, but they may subscribe to the Uncovenanted Service Family Pension Fund *(Secretary of State's No.* 33, *dated 9th November,* 1862; *G. I. Finl. Dept. No.* 255*G., dated* 14*th January* 1863) and to the India Family Pension Fund (*G. I. Mily. Dept. No.* 1315, *dated* 28*th December* 1872). Under this last order, Chaplains who entered the service before the 1st January 1873, may provide for their families under the regulations of one or both of these funds, or not at their option, but Chaplains who joined the service after the 1st January 1873, must provide pensions for their families under those regulations. The following deductions are made

from the salaries of Chaplains on account of Service Funds :—

	Military Fund.		Military Orphan Fund.	Indian Family Pension Fund.	
	Married.	Unmarried.		Married.	Unmarried.
	Rs. A.	Rs. A.	Rs. A.	Rs.	Rs.
Archdeacons ...	62 2	28 2	21 14	40	16
Senior Chaplains ...	35 0	15 12	13 2	30	12
Junior Chaplains ...	20 0	9 0	8 12	20	7
Children ...	Sons, one rupee a month for each till they reach the age of 19. Daughters, three rupees a month until marriage or death.			Sons, one rupee a month. Daughters, two rupees eight annas a month.	

(*a*)—Under the Indian Family Pension Fund rules, donations are payable on entering the service married, on mariage, on re-marriage, on promotion to a higher class, on the birth of each child, on the following scale :—

(1).—On entering the service of Government of India married, or on marriage, or on re-marriage :—

	In India.	*In Europe.*
An Archdeacon ...	... Rs. 2,000	... £ 192
A Senior Chaplain	... „ 1,000	... „ 96
A Junior Chaplain	... „ 500	.. „ 48

If the age of the wife be less than the age of the husband by 12 years or more, the donation on marriage varies in amount according to a table provided for the purpose from Rs. 4,615.

(2).—On the birth of child or on entering the service of the Government of India, for each child then living, by all classes alike :—

	In India.	*In Europe.*
For a son	Rs. 156	... £ 15
„ a daughter	„ 250	... „ 24

(3).—On promotion to a higher class :—

	In India.	*In Europe.*
By a Senior Chaplain ..	Rs. 250	... £ 24
„ a Junior Chaplain ...	„ 125	... „ 12

All donations may be paid in one sum or in twelve monthly instalments. Interest at 4½ per cent. per an-

num will be charged on the intermediate balances; any amount due at an Officer's death will be recovered rateably in twelve monthly instalments in India, or four quarterly instalments in Europe. No interest will be charged in this case.

A married Officer admitted into the service must report the fact of his marriage at the time, or of his marriage thereafter, or of the birth of a child born in wedlock, or of the death of a wife or child within three months of the occurrence, to the Controller of Military Accounts of the Presidency, in forms B, C, D, and E annexed to those regulations. The birth of every child born alive must be reported; but if a child die before it is thirty days old, no payment in respect to it will be required.

Provision may be made by special contribution for securing to an Officer's widow and children, a sum not exceeding Rs. 1,500 to be applied by them primarily to the payment of passage and outfit to Europe in case of his death.

13. Roman Catholic priests, as a rule, receive stipends only for services actually rendered to the troops, and these allowances are audited in the Military Department. (*Financial Department No.* 2195, *dated* 23*rd July* 1869.)

CHAPTER XI.

Marine Department.

Organization.

[Government of India, Military (Marine) Department, No. 15, dated 6th July 1877.]

1. The Right Honourable the Governor General in Council is pleased to direct that the whole of the Marine Establishments afloat and ashore, now employed under the Several Governments and Provinces of India, shall be amalgamated into one Imperial Service, to be designated. "Her Majesty's Indian Marine."

This Service will be entirely under the Supreme Government of India, and such portion of it, as may be required for service within the limits of minor Governments and other Local Authorities, shall from time to time be placed at the disposal of those authorities for the discharge of the current duties.

All Officers and others belonging to Her Majesty's Indian Marine shall be brought upon an amalgamated list according to their several ranks, grades and classes and shall, no matter where serving, be subject in future to the same regulations in regard to employment, pay, &c., and all existing vessels, whether in Bengal, Bombay, or elsewhere, shall be placed on one list and classified and employed under the orders of the Government of India.

The Officers of Her Majesty's Indian Marine will, so far as may be considered advisable, bear the same titles as Officers of the Royal Navy and will have the same relative army rank.

The first appointments of Officers to Her Majesty's Indian Marine will be made by the Secretary of State for India in Council, their subsequent promotion, and the appointment and promotion of Warrant and other Subordinate Officers without Commissions, will be made by the Right Honourable the Governor General in Council.

All Officers appointed to Her Majesty's Indian Marine will be considered on probation, subject to confirmation on passing certain professional and lingual tests, which, together with the qualifications to be required for the higher grades, and the periodical examinations to be passed prior to promotion, will be duly notified hereafter.—

All Marine establishments, dockyards and vessels on the Eastern and Western sides of India will respectively be placed under two "Superintendents of Marine" one of whom will reside at Calcutta and the other at Bombay. These Officers will have the rank of Captain in Her Majesty's Indian Marine, and will be immediately under the orders of, and responsible to, the Government of India for the discipline, interior economy and efficiency of the establishments, dockyards and vessels within their respective limits, and over which they will exercise a general control. They will also be the advisers of the Local Governments in all subjects connected with Marine matters, and the Establishments in their charge, as well as the channel of communication between Local Governments and the vessels at the disposal of those Governments.

The Superintendents of Marine will be assisted in the discharge of the duties of their office by such Officers and establishments as may be considered necessary.

The present titles of Master-Attendant, Harbour Master, &c., connected with duties appertaining to the Mercantile Marine and the Board of Trade or other Local Marine Service will be abolished, and in lieu such Officers will be styled "Port Officers." These appointments will be hereafter clearly enumerated and classified, and under regulations to be laid down, will be held for fixed periods by selected Officers of the Indian Marine, who will, whilst holding such appointments, retain their rank and position in the general list of the Service and be otherwise eligible for promotion, advancement, transfer, &c.

The personnel of the Marine Service in all classes and grades, wherever employed, will remain under the general control of the Government of India; and such portion as may be placed at the disposal of Local Go-

vernments and Authorities will not be liable to transfer or removal without the previous sanction of the Government of India, except in cases of emergency which are to be immediately reported.

Officers and others now holding Marine appointments in India, whether under the orders of the Supreme or Local Governments, &c., shall at once become subject to the provisions of the foregoing paragraph, but will in other respects retain their present designations, position, appointments and allowances until it may be otherwise ordered. Those Officers now serving, who may be selected for Her Majesty's Indian Marine, will hereafter be gazetted to the grades and ranks for which the Right Honourable the Governor General in Council may consider them suitable and in accordance with their several claims.

Pilot Establishments, Local Lights and Light Vessels, Conservancy of Rivers and Ports Shipping Duties, &c., will not hereafter form part of the Indian Marine Service; such will be placed, as far as practicable, under Local Authorities, or Port, or Harbour Commissioners, excepting in regard to the selection of Officers for the superior appointments as provided for in the following paragraph.

Establishments for services of a permanently local nature, whether on shore or in vessels, on rivers or in harbours, will be recruited as regards the superior appointments from the Indian Marine Service under the conditions of paragraph 9, and all such appointments will be made by the Supreme Government on receipt of a report of the vacancy from the Local Government or Authority.

The native and other subordinate establishments for such local services (within the limits of the amount of charge to be prescribed from time to time by the Government of India) will be appointed, or promoted by the Local Governments under regulations to be laid down by the Government of India; such subordinate establishments will not, as a rule, be liable to transfer for service in other provinces.

For administrative purposes the Indian Marine will, as at present, be under the Military (Marine) Department of the Government of India, and an Officer of nautical and local experience will be appointed an As-

sistant Secretary to the Government of India, in the Military (Marine) Department.

An act to provide for the maintenance of discipline in Her Majesty's Indian Marine will be laid before Parliament, and detailed instructions will hereafter be issued in regard to the organization of the Indian Marine and Dockyards, the uniform of Officers and men, and the pay, pension and leave to which they will be entitled. Pending the issue of such instructions all existing orders not hereby altered will remain in full force.

2. Pending detailed orders regarding the organization of the Department, the following rules have been laid down (*Government of India, Military Marine Department, Circular No.* 2, *dated* 1*st March* 1881) provisionally regarding the pay, allowances, &c., of the Engineer Establishment.

The Establishment will be as follows :—

NUMBER.	GRADES.	RATES OF PAY PER MONTH.
15	Chief Engineer	Two on Rs. 400. Three on Rs. 300.
25	Engineer	On Rs. 250, Rs. 200 and Rs. 175 according to length of service.
21	Assistant Engineer ...	On Rs. 125.
13	Assistant Engineer, 2nd Class	On Rs. 100.

On appointment to the Grade of Engineer, an Officer will draw Rs. 175 per mensem, after four years' service in that Grade Rs. 200, and after eight year's service in Grade of Engineer Rs. 250.

In addition to these rates of pay, Chief Engineers, Engineers, and Assistant Engineers, when in charge of engines of ships in commission, will be allowed—

		Per diem.	
When in charge of engines of—			
500 and under 750 indicated horse power	Rs.	1	8
750 „ 1,000 „	...	1	12
1,000 „ 1,500 „	...	2	0
1,500 „ 2,000 „	...	2	8
2,000 „ 2,500 „	...	3	8
2,500 and over „	...	5	0
When in charge of engines under 500 indicated horse power, or of ships in reserve or out of commission, or of the yard craft establishment ...	...	1	0

They will also draw rations, or compensation in lieu, under existing rules.

As respects leave, furlough and pension, they will be under the ordinary rules of the Uncovenanted Service.

Qualifications required for appointment and promotion.

For Assistant Engineer, 2nd Class.

I.—The candidate must not be less than 18, nor more than 25 years of age, and he must produce certificates of service in a factory. He will be examined by the Inspector of Machinery of the Dockyard and a Chief or other senior Engineer, in the presence of the Superintendent of Marine, as to his ability as a workman at the several trades, a knowledge of which is requisite for the performance of his duties, on the practical use of the various instruments employed in the engine-room, and on the duties generally of a Marine Engineer, and no candidate will be entered unless the examining officers certify that his skill as a workman, his knowledge of machinery, and his good and steady conduct fully qualify him for the appointment.

Assistant Engineer, 1st Class.

Will not affect the Engineers now classified as Assistant Engineer, 1st Class.

II.—To qualify an officer to receive an appointment as an Assistant Engineer, 1st Class, he must have served as an Assistant Engineer, 2nd Class, in one of the Indian Government vessels for one complete year.

Engineer.

The 3rd Class Engineers classified as Assistant Engineers, 1st Class, who have already served the required sea time, will be eligible for promotion to Engineer as vacancies occur, providing they are in possession of the necessary certificate of competency as a 2nd Class Engineer.

III.—To qualify an officer to receive an appointment as an Engineer, he must have served as an Assistant Engineer, 1st Class, in an Indian Government vessel for three complete years, and be in possession of a certificate of competency as a 2nd Class Engineer from the Board of Trade or one of the Local Government Boards in India.

After three years' service as an Engineer, a certificate of competency as a 1st Class Engineer must be obtained, otherwise the increase of pay granted after four years' service as an Engineer will not be allowed.

As a general rule, promotions from the 2nd to the 1st Class of Assistant Engineers, and to the Engineer grade, will be made with due regard to seniority as vacancies occur in the Engineer Grade. But the Government of India reserves to itself the right, which it has always exercised, of making promotions on public grounds irrespective of seniority, and (when desirable) of admitting officers from other services or departments to any class of establishment.

G. G. O. No. 215 of 1876.

Promotions to the Grade of Chief Engineer will be made wholly by selection.

A ship's Engineer transferred to a dockyard appointment will be *seconded*, and a promotion made in his place. If brought back again on the establishment, he will be borne as *supernumerary* till absorbed. Temporary transfers will not be *seconded*, but acting promotions will be made in such cases and in the room of officers absent on furlough or leave. An Engineer accepting an appointment in any other department or branch of the Government service will be finally struck off the list of the Indian Marine.

Any officer whose total receipts under this organization may be less than his present pay and allowances, will be permitted to draw the difference as a personal allowance until promoted to a scale of pay equal to, or higher than, his pay before the organization.

CHAPTER XII.

The Pilot Service.

Regulations for the admission of Leadsmen Apprentices into the Bengal Pilot Service at Calcutta. (*Bengal Government No.* 1681, *dated* 15*th December* 1879.)

1. The following conditions are prescribed for the admission of Leadsmen Apprentices into the Bengal Pilot Service :—

I.—Candidates must be not less than 15, and not more than 18 years of age.

II.—Every Candidate must produce a Medical Certificate of good health and physical fitness to work as a Pilot in a tropical climate, and also a certificate of good character.

III.—Each selected Candidate will receive a second class passage to Calcutta, and an allowance of £20 for outfit.

IV.—Each Leadsman Apprentice, on arriving in Calcutta, will report himself to the Master Attendant, and will receive Rs. 100 per mensem from the date of his arrival, to enable him to support himself in Calcutta, and to pay his mess money when on board the Pilot brigs.

V.—He will have to serve for two years as a Leadsman, and then to pass an examination as second Mate. Then he will be required to serve as second Mate of a Pilot brig for one year, during which time he will receive Rs. 125 per mensem, and then for another year as a Leadsman, during which time he will receive Rs. 100 per month and 50 per cent. of the lead money paid by the ships in which he does duty.

VI.—He will then be required to pass an examination as first Mate, and will then have to serve another year as first Mate of a brig, after which he will be allowed to go up for examination as a Mate Pilot.

VII.—After passing this examination, Leadsmen Apprentices will be promoted to the grade of Mate Pilot as vacancies occur.

VIII.—After 4 years' service as Mate Pilot, Pilots will be permitted to go up for examination as Master Pilots, and on passing the examination, they will be promoted to be Master Pilots as vacancies occur in that grade.

IX.—Vacancies which occur in the grade of Branch Pilots will be filled up by promotion from the Master Pilots' Grade.

X.—Members of the Pilot Service, who enter the service under these rules, are not entitled to any salary while on duty. They receive as their remuneration 50 per cent. of the pilotage dues paid by the ships piloted by them. They are entitled to allowances while on leave, and to pensions on retirement from the service.

XI.—Every Member of the Pilot Service is subject to the rules, made from time to time by the Government, in regard to discipline, leave, leave allowances, number of officers in each grade of the service, tonnage of ships to be allotted to the several grades, &c., and in all respects he is amenable to such orders as may be passed by Government for the regulation of the service.

2. The following particulars are given for the information of young men who may desire to enter the Bengal Pilot Service. But it must be distinctly understood that it is entirely in the discretion of the Government to modify the rules of the service in any way that it may think fit.

I.—The Bengal Pilot Service consists of 70 Members, of whom 12 are Branch Pilots, 45 are Master Pilots and 13 are Mate Pilots. It is intended that in future there shall be 12 Branch Pilots, 40 Master Pilots, 18 Mate Pilots. At present a Mate Pilot generally becomes a Master Pilot in about 5 years, and a Branch Pilot in about 14½ years from the date of his qualifying as a Mate Pilot.

II.—Pilots who enter the service, in future, receive no salary while on active duty, but will be remunerated by receiving 50 per cent. of the pilotage dues paid by the vessels which they pilot. At present the average earnings of each grade, calculated upon this principle, are as follows :—

Mate Pilot	about Rs.	450	per month.
Master	ditto	„	700	„
Branch	ditto	„	900	„

But the Government does not in any way guarantee that any Pilot shall earn these sums.

III.—The Leave Rules of the Pilot Service are now being reconsidered, and the conditions under which leave is granted cannot, therefore, be stated, but it may be explained generally that Pilots are entitled, while on leave, to allowances and (under certain conditions) to passage money to England.

IV.—Pilots receive pensions from Government and no pension subscriptions are required from them. They are also permitted to subscribe, on liberal terms, towards pensions for their widows and families.

V.—Pilots who are guilty of misconduct, are liable to suspension, to loss of steps, to degradations of rank and in aggravated cases to dismissal. These punishments may be inflicted either in accordance with the verdict of a Court of Inquiry, or under the direct order of Government.

3. When Service Pilots join the Free List, they draw no fixed salary, but 60 per cent. on the pilotage of the vessels piloted.

4. When vessels are towed by steamer, the owner or agent receives a refund of one-fourth of the full pilotage for the distance towed by steam, the Pilot receiving 60 per cent. on the balance.

5. The following is the scale of tonnage fixed for the various grades of the Pilot Service in supercession of previous orders.

Junior Mate ...	... up to 450 tons.
Senior ditto ...	... from 450 to 700 tons.
Master Pilot ...	... „ 700 to 1,000 „
Brevet Branch ...	... „ 1,000 to 1,100 „
Branch Pilot ...	... „ 1,100 tons & upwards or any ship over a Master Pilot's tonnage, provided no Brevet Branch Pilot is present, who has been out longer than the Branch Pilot of the turn.

6. Members of the Pilot Service can make family remittances to England as follows :—

Branch Pilot ...	... £ 100 per annum.
Master ...	... „ 70 „
Mates ...	... „ 50 „

7. The following are the Rules for allowances to Members of the Pilot Service. *(G. I. No.* 1325, *dated* 23*rd March* 1881.*)*

I. The following rules apply only to Licensed Pilot and to Government Pilots on the Free List. They shall not affect the right of the latter to revert to the Salaried List, but such reversion shall be allowed only on the present rates of salary.

II. Allowances to Pilots, who may be temporarily employed under orders of Government on special duties, will ordinarily be granted at the following rates per mensem :—

			Rs.
Branch Pilots	...	...	1,000
Master „	...	...	700
Mate „	...	...	450

III. Allowances at these rates will be granted in the following cases :—

(*a.*)—To Pilots summoned as jurors in the Marine Court.

(*b.*) —To Pilots employed as assessors in cases tried under Act IV of 1875.

(*c.*)—To Pilots serving on departmental committees of enquiry held under the orders of the Port Officer.

(*d.*)—To Pilots serving on examination committees.

(*e.*)—To Pilots attending as witnesses on trials under Act XII of 1859, or Act IV of 1875, provided that the grant of allowances in such cases is recommended by the Port Officer.

(In all these cases the Pilots shall, on the termination of the special duty, be put back on the turn list in the position which they occupied when taken away for that duty.)

(*f.*)—To Pilots tried by the Marine Court and acquitted of all blame, for such time as they may have been suspended from duty.

(*g.*)—In all other cases in which the Government may think fit to grant allowances at the above rates.

Pilots attending Criminal or Civil Courts to give evidence on behalf of Government in matters of which they are cognizant, shall not be entitled to allowances at these rates, unless the circumstances of the case are such that the Government consider it right to compensate them specially for their attendance.

IV. Pilots carried off to sea under protest shall receive compensation for the period of their enforced absence from duty at the rate of Rs. 10 a day. The allowance of Rs. 5 a day now made to Leadsmen in these cases shall also be continued.

V. Detention allowance shall be calculated at the above rates for all periods exceeding 24 hours, the 24 hours to be reckoned from the time at which the vessel was announced to sail, or from the time at which the stoppage necessitating the detention of the pilot off pilotage work began ; provided—

(1.)—That no detention allowance, whatever, shall be charged when the vessel is prevented from proceeding by stress of weather or some accident.

(2.)—That detention allowance shall be charged for the entire period (not excepting the first 24 hours), when the vessel is stopped *(a)* to await orders from her owner or agents, or *(b)* to await inspection in consequence of sickness on board, or *(c)* to discharge a cargo of gun-powder at Moyapore.

VI. The command allowance for the Pilot brigs is abolished. A Branch Pilot appointed to the command of a brig shall be entitled to draw pay at the rate specified above, provided that no allowance shall be granted to a Pilot who is only in casual and temporary command, and who does not lose his chance of taking a vessel.

VII. The rank of a Pilot, within the meaning of these rules, is his substantive rank ; and no account shall be taken of any acting or temporary rank.

8. Acting Commanders, who lose a turn, get the command allowance as well as pay for the number of days they are detained at Rs. 950 per month.

9. Commanders and Engineers of the Mercantile Marine, not in the Service of Government, are entitled to a fee of Rs. 25 for each day's absence as nautical assessors at such courts.

10. Engineers receive a fee at Rs. 32, with the exception of Deputy Master Attendant, for each quarterly examination for departmental tests.

11. If a vessel is obliged to put back from no fault of a Pilot free or licensed, and if the outward and inward fee, to and from the point reached, exceed outward pilotage to sea, the excess only is charged.

Mess Allowance.

12. When proceeding up and down the river in merchant vessels, Government pays Rs. 8 per diem on account of the mess of free and licensed Pilots. Out of this sum Mate Pilots, not in the Free List, pay one rupee per diem, and Government pays Rupees 7.

Licensed Pilots.

13. These officers, if they entered the service prior to 23rd January 1862, are allowed, like Service Pilots, 60 per cent on the pilotage of vessels piloted by them, while those, who entered after that date, receive 50 per cent. While absent from duty licensed Pilots receive no pay.

CHAPTER XIII.

Opium, Education, Jails, the Subordinate Judicial Service, the Subordinate Executive Service, Customs, and the Registration Departments.

Opium Department.

1. The rules for the examination of candidates for Opium Department, which were prescribed by Bengal Government No. 115, dated 28th October 1872, are as follows :—

No person is to be appointed to be a permanent, temporary, or Officiating Sub-Deputy Opium Agent without the sanction of Government. No person will be deemed by Government an eligible candidate for opium appointments, who has not passed the Entrance Examination for the Subordinate Executive Service in the following subjects, namely :—

English (paragraph 8 of the Government Notification 2nd July 1872.)*

Vernacular (paragraphs 12 and 13 of the Notification.)*

Surveying (paragraph 14, Clause II.)*

Law (paragraph 17, Clause C.)*

For the Entrance Examination of February 1873, Chemistry and Botany will not be obligatory subjects on candidates for the Opium Department; but if any candidate for the Opium Department passes also in these subjects, or in Criminal and Revenue Law, his qualifications will count *protanto* in his favor. From and after the Examination of 1874, an elementary knowledge of Chemistry and Botany will be obligatory on candidates for the Opium Department.

Candidates for the Opium Department will have to produce certificates of moral character, medical certificates, and certificates of ability to ride (paragraphs 5, 6 and 7 of the Notification.)*

No persons will be eligible as candidates for Opium Department appointments, except those described in paragraph 3 of the Notification.

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* For easy reference these paragraphs are quoted further on.

Candidates who pass the Subordinate Executive Service Examination and produce certificates in all* subjects, will not be liable to further examinations in the Opium Department, unless further test examinations in Chemistry or Botany should hereafter be prescribed for promotion to higher appointments in the Opium Department.

* Health, moral character, riding, English, vernacular, opium laws and rules, surveying, botany, and chemistry.

Officers who were made permanent in the Opium Department before the 15th June 1872, are not obliged to pass in any subjects besides the Opium laws and rules and the vernaculars of the district; but officers possessing qualifications in Surveying, Botany and Chemistry will have the preference in questions of future promotion. Officers who were acting and temporarily employed in the Opium Department on or after the 15th June 1872, will be liable to forfeit their appointments, if they do not pass in—

English and Arithmetic,
Vernacular,
Opium laws and rules

within one year of their employment in the Opium Department; and if they do not further pass in—

Surveying
Botany
Chemistry

within two years of their first employment.

Officers who are obliged to pass in these subjects, must attend each Department Examination, until they qualify in English, Vernacular, and Opium laws, &c, and they must attend at such places as may be directed, until they pass in Surveying, Chemistry, and Botany.

The text-books in Botany and Chemistry are, until further orders—

Oliver's Manual of Indian Botany
Roxse's Lessons on Elementary Chemistry.

Extracts from Government Notification, dated 2nd July 1872 referred to above.

5. A certificate will be required from every candidate of his character, respectability, and general moral fitness, such certificate being signed by two gentlemen of his own nationality, resident in the district of which he is a native or where he usually resides, and also

signed by the Judge or Magistrate of such district. The certificate of the two first named is expected to be based upon personal knowledge, and the certificate of the Judge or Magistrate to indicate that the gentlemen, who have signed it, are qualified by their position and character to give such a certificate; and that the Judge or Magistrate himself knows nothing to the prejudice of the candidate. In the case of the town of Calcutta, instead of the signature of the Judge or Magistrate, the certificate should bear that of any Judge of the High Court or the Commissioner of Police, or the Commissioner of the Presidency Division.

6. Each candidate will be required to produce a certificate from a Medical Officer, who will be specially elected for the purpose, stating that the candidate is generally a man of sound health, that he has expressed his willingness to serve in any district of the Lower Provinces, and that he (the Medical Officer) believes him to be capable of doing so, so far as can be judged antecedently.

7. (*a*) Every candidate for an appointment of Rs. 100 per mensem and upwards, will also be required to prove that he can ride, and for this purpose he may apply to the Magistrate of the district, who will either satisfy himself on the point, or select some other person, he thinks competent, for that purpose. The Examiner must certify from his own personal observation that the candidate can ride not less than 12 miles at a rapid pace, and is in this respect competent for all practical purposes of district work; and if such Examiner be not the Magistrate himself, the certificate must be countersigned by the Magistrate. All candidates presenting themselves without such certificate, will be required to appear before some peron in Calcutta, who will be selected for the purpose.

(*b*).—Every candidate for an appointment of less than Rs. 100, will be required to prove either that he can ride as above, or that he can walk twelve miles within 3½ hours without difficulty or prostration, to be certified in the same manner as the riding.

8. Previous to the other examinations, European Candidates, who have not passed any University Examination, will be required to pass an Examination in English,

in order to show that they possess a thorough knowledge of Reading, Writing, and Arithmetic. They must be able to write well, quickly and correctly from dictation, to compose a report, and to do all ordinary Arithmetic correctly and quickly, which must be duly certified by the Examiners.

By European is meant any person whose Native Language is English or any other European tongue.

12. All European Candidates will be examined as to their ability to speak and understand a Vernacular Language, to read it in print, and translate it. Their knowledge of it must be sufficient to enable them to do business easily immediately on appointment.

The Vernacular Language in which candidates will be required to pass under the two preceding rules, may be either Bengali or Hindustani, Oorya or Assamese

Candidates, who pass in Bengali only, will not be eligible for vacancies in Behar, nor will candidates, who pass in Hindustani only, be eligible for vacancies in Bengal or Orissa.

14. II.—Surveying including—

1. Mensuration.
2. Surveying with chain and with compass and chain.
3. Levelling.
4. Construction of field-book, plotting, and tracing on the ground.
5. Construction and use of scales.

17*(c)*. To qualify for the Opium Department—

Act XXI of 1856.
Act XIII of 1857.
The Board's Rules for the guidance of officers in the Opium Department.

In this Examination books will not allowed.

2. Officers in the Opium Department draw pay as follows :—(*G. I. No.* 2120, *dated* 8*th April* 1868.)

Principal Assistant to Opium Agent, Behar. Principal Assistant to Opium Agent, Behar	The one receives Rs. 1,200, and the other receives Rs. 1,000. (*Finl. Department No.* 437, *dated* 15*th October* 1871; *Government of Bengal No.* 1230 *R*, *dated* 4*th September* 1871.)
Sub-Deputy Opium Agent, 1st Grade Rs. 900 " " 2nd Grade " 800 " " 3rd Grade " 700	*Finl. Department No.* 2120, *dated* 8*th April* 1868.

			Rs.
Sub-Deputy Opium Agent	...	4th Grade ...	600
" "	...	5th Grade ...	500
Assistant Sub-Deputy Opium Agent	...	1st Grade ...	300
" " "	...	2nd Grade ...	250
" " "	...	3rd Grade ...	200
Officiating Assistant Sub-Deputy Opium Agent		...	125

Education Department.

3. Superior Officers of the Education Department are classified as follows :—

Appointments.	Maximum Pay.	Minimum Pay.	Annual increase.
	Rs.	Rs.	
Director of Public Instruction	2,000	2,500	Rs. 50
Officers of the 1st Class ..	1,250	1,500	* 1st year Rs. 50. 2nd & 3rd years Rs. 100.
Officers of the 2nd Class ...	1,000	1,250	* 1st year Rs. 50. 2nd & 3rd years Rs. 100.
Officers of the 3rd Class ...	750	1,000	* 1st year Rs. 50. 2nd & 3rd years Rs. 75.
Officers of the 4th Class ...	500	750	Rs. 50.

4. The following rules have been laid down for the encouragement of the study of the Oriental languages among European Officers in graded classes of the Bengal Education Service, other than Covenanted Civil Servants or Officers of the Army. They take effect from the examination of January 1872.

I.—The languages for proficiency in which prizes will be given, with the amount of the prize in each case, are as follows :—

Languages.	Prizes on passing.	
Hindi	Rs. 1,000	With a certificate from the Presiding Examiner, countersigned by the Director of Public Instruction.
Persian	" 1,000	
Bengali	" 1,000	
Ooryah	" 1,000	
Sanskrit	" 2,000	
Arabic	" 2,000	

* *Note.*—These rates of annual increase apply to officers who were in the Department on the 27th October 1875. Officers who joined the Department subsequently are to reach the maximum by five equal annual increments.

II.—All graded European Officers of the Educational Service are eligible for prizes in any of the languages abovementioned, except as hereinafter provided.

III.—No candidate will be ordinarily permitted to appear more than twice for Examination, but on the special recommendation of the examiners, a candidate may be allowed a third examination in any one language.

IV. No officer will be permitted to present himself for examination in any of the languages, after the expiration of seven years from the date of his first appointment to the educational service.

V.—Officers who have passed the examination for high proficiency in any language under the rules of March 1858, are not eligible to compete at an examination in the same language under these rules.

VI.—Examinations will be held on the first Monday in the months of January, April, July and October of each year, before the Board of Examiners at Calcutta. Officers who are desirous of attending examinations should apply to this Office (Bengal Secretariat) through the Director of Public Instruction, at least three months before the date of the examination.

VII.—No Educational Officer will be permitted to receive rewards for passing in more than two languages. (*Bengal Government Notification, dated 8th July* 1872.)

VIII.—The following are the tests of the Examination.

1*st*.—Construing with readiness and accuracy from the undermentioned books.

1. Hindi ... ...
   - (*a.*)—Rajniti.
   - (*b.*)—Premsagar.
   - (*c.*)—Vidyankar.
   - (*d.*)—The second book of Ramayana.

2. Ooryah ... ...
   - (*a.*)—Hetopodesha.
   - (*b.*)—Batris Singhasan.
   - (*c.*)—The songs of Jayadeva, otherwise known as the Gita Govinda.

3. Bengali ... ...
   - (*a.*)—Dassa Kumar Charitra.
   - (*b.*)—Mahabharata.
   - (*c.*)—Prabadh Chandrika.

4. Persian ... ... (a.)—Gulistan.
(b.)—Bostan.
(c.)—Anwari Shoeilee.

5. Sanskrit ... ... (a.)—Hitopodesah.
(b.)—Rughuvansa.
(c.)—Sakantola Nataka.

6. Arabic ... ... (a.)—Ikhwan-us-safa.
(b.)—Nafhat-al-yuman.

2ndly.—Translating into English, with accuracy, a passage from some tolerably difficult work, not among those mentioned.

3rdly.—Translating a somewhat difficult passage from English with accuracy of grammar and spelling, and a fair amount of idiomatic style.

4thly.—Conversing (in the vernacular languages) with accuracy and tolerable fluency.

List showing the tests laid down for the Higher Standard Examination in Bengali :—

1. Nobonari ... ... (*oral.*)
2. Rajdut ... ... (*oral.*)
3. Written exercise into Bengali.
4. Manuscript.
5. Colloquial.

5. Officers of the Education Department are required to pass in the Vernacular Language of the District, in which they are employed before they are considered eligible for promotion. *(Financial Department No.* 208, *dated* 31*st March* 1870.*)*

N. B.—This rule is not applicable to Professors of English Colleges nominated in England, who, if they pass in one of the Vernacular Languages of the Presidency in which they are employed, are considered to have fulfilled the conditions of the rule. *(Secretary of State No.* 10, *dated* 9*th November* 1870*; Home Department No.* 483, *dated* 28*th December* 1871.*)*

Note.—Educational Officers are required to pass, within a given period, an examination which shall prove that they possess a sufficient colloquial knowledge of the Vernacular Language of the District in which they are employed, failing which their services should be dispensed with. The pecuniary rewards should only be given for highly distinguished acquirements in the native languages. (*Home Dept. No.* 16, *dated* 15*th June* 1876.)

6. The Secretary of State in Despatch No. 7, dated 14th October 1875, approved of the recommendation of

the Government of India, that the first increase of pay to be given to an Educational Officer is to date, in future, from the day on which he may pass the prescribed examination, *viz.*, the Higher Standard, whether that examination is passed before or after the completion of the first year of service. Care will be taken to make this point clear in the terms of the agreement to be entered into by gentlemen to be nominated hereafter. The day on which an officer passes an examination is the day on which the examination is held, or if it lasts for more than one day, then the day on which the examination is completed. (*G. I. No.* 339, *dated* 20*th January* 1876.)

Note.—The words "prescribed examination" and "Higher Standard" are synonymous. In point of fact Educational Officers do not pass by what is technically known as the Higher Standard of examination for Military Officers. They pass the Standard by which in former days Junior Civilians were declared qualified for the puplic service. This examination is equal in difficulty to the Higher Standard, and is reckoned as the Higher instead of the Lower Standard. (*Govt. of Bengal No.* 5214*A*, *dated 8th November* 1879.)

7. The rules for the encouragement of the study of Oriental languages among European graded Officers of the Education Department are extended to Head Masters of High Schools. (*Home Department No.* 350, *dated* 28*th November* 1874.)

8. Officers of the first four classes of the Subordinate Educational Service draw pay as follows:—(*Calcutta Gazette Supplement for* 22*nd January* 1879, *pages* 111 *to* 121.)

Grade.		Minimum pay. Rs.	Maximum pay. Rs.	
1st Grade	...	400	500	in five equal annual increments.
2nd Grade	...	300	400	
3rd Grade	...	200	300	
4th Grade	...	150	200	

Note.—The following appointments in the Subordinate Educational Service in the above grades are Gazetted:—

Head Mastorships, Professorships, Assistant Professorships, and Lectureships in all Colleges. Head Masterships of the Hare and Hindu Schools, Joint and Assistant Inspectorships, Inspectress of Girls' Schools, Calcutta.

Superintendentships of the Dacca, Chittagong, and Rajshahye Madrassas, and Head Masterships of Collegiate Schools attached to 1st Grade Colleges. (*Govt. of Bengal No.* 313, *dated* 10*th April* 1879.)

9. The Government of Bengal is authorised to sanction rewards to school masters from surplus schooling fees, without reference to the Government of India. (*G. I. No.* 1327, *dated* 8*th Jany.* 1878.)

10. The grant of examination fees to officers of the Education Department for examining schools within their jurisdiction is objectionable, and the objection applies with greater force to the grant of such fees to any Officer on the Staff of the Local Government. It is not intended by this order to prohibit the payment of fees to examiners apppointed to conduct University Examinations. (*G. I. No.* 3828, *dated* 3*rd November* 1876.)

Jail Department.

11. The scale of pay for Superintendents of Central Jails is as follows :—(*G. I. No.* 1821, *dated* 31*st March* 1871.)

For 1st Class Central Jail containing 1000 Convicts and upwards.	Rs. 700 rising to Rs. 950 per month by annual increments of Rs. 50.
For 2nd Class Central Jail containing less than 1000 Convicts.	Rs. 550 rising to Rs. 700 by annual increments of Rs. 50.

Note.—The above scale of salaries was intended for the combined Executive and Medical charge of such Jails, and when a Non-medical Superintendent is appointed, the prescribed pay should be reduced by the amount of the allowance granted to the Officer in Medical charge of the Jail. (*G. I. No.* 4427, *dated* 31*st December* 1872.)

The following are First Class Jails in Bengal :—

Bhaugulpore,
Midnapore,
Buxar.

12. The pay of the Superintendent, Alipore Jail, is fixed at Rs. 900 a month rising to a maximum of Rs. 1,200. (*G. I. No.* 642, *dated* 26*th May* 1871, *and No.* 3347, *dated* 6*th September* 1871, *and Home Dept. No.* 1426, *dated* 28*th August* 1871.) The pay of the Superintendent, Hazareebagh Jail, who is to be a Military Officer, is fixed at Rs. 1,000 rising to Rs. 1,200 a month. (*G. I.*

No. 1529, *dated* 14*th July* 1873, *No.* 3135, *dated* 3*rd September* 1875, *Home Department No.* 1673, *dated* 3*rd September* 1872.) The pay of the Superintendent, Dacca Jail, is fixed at Rs. 550 rising by five annual increments of Rs. 30 to Rs. 700 a month. (*H. R. A. No,* 536, *dated* 26*th May* 1880.) The Civil Surgeon in charge of Rajshahye Jail draws an allowance in addition to his pay of Rs. 300 a month. (*G. I. No.* 4992, *dated* 18*th August* 1874, *and No.* 7007, *dated* 8*th December* 1874.)

13. Assistant Superintendents of Jails (3 in number) receive allowances of Rs. 250, Rs. 300 and Rs. 400 per mensem respectively. The pay of the Personal Assistant to the Inspector General of Jails is Rs. 300 rising to Rs. 500 by annual increments of Rs. 20. (*Secretary of State No.* 45, *dated* 12*th February* 1880 ; *Government of Bengal No.* 103T, *dated* 26*th April* 1880.)

14. The pay of the Office of the Superintendent, Presidency Jail, Calcutta, shall, when held in conjunction with the appointment of Second Resident Surgeon of the General Hospital, be Rs. 1,000 a month. (*Financial Department No.* 3228, *dated* 18*th October* 1879.)

15. The pay of the Office of Inspector General of Jails is fixed at Rs. 2,000 irrespective of the service to which the incumbent may belong. (*Financial Department No.* 1022, *dated* 10*th June* 1879.)

Subordinate Judicial Service.

16. The Subordinate Judicial Service is t
fied :—

Subordinate Judges and Judges of Small Cause Courts		1st Grade	...	...	Rs.	1000
Do.	do.	2nd Grade	...	...	„	800
Do.	do.	3rd Grade	...	...	„	700
Do.	do.	4th Grade	...	...	„	600
Munsiffs	...	1st Grade	...	...	„	400
Do.	...	2nd Grade	...	...	„	300
Do.	...	3rd Grade	...	...	„	250
Do.	...	4th Grade	...	...	„	200

(*Financial Department No.* 3005, *dated* 12*th October* 1867, *No.* 1545, *dated* 20*th March* 1871, *and No.* 2991, *dated* 19*th September* 1878.)

17. The High Court is authorised to sanction, whenever it may be considered desirable in the interests of the public service, the transfer or temporary deputation of Munsiffs within the district to which they may be appointed. When a Munsiff is appointed, he is gazetted as a Munsiff of the district where he is stationed, and to be ordinarily employed at a certain chowkey. The transfers ordered by the High Court need not be gazetted. *(Bengal Government No.* 2109*A, dated* 31*st March* 1879.)

18. District Judges are competent to make temporary appointments in the Office of Munsiff on the occurrence of vacancies under Section 9, Act VI. of 1871, without the formal sanction of Government. *(Government of Bengal No.* 4322*A, dated* 16*th August* 1877.)

19. A person whose age exceeds 25 years may not ordinarily be admitted into the Uncovenanted Service of State, but this order does not apply to a practising pleader appointed to a Judicial Office, who may be appointed if not more than 30 years old. Moreover the Local Government may, at its discretion, add to the number of years' service completed by such an officer, the period during which he has actually practised as a Pleader not exceeding 3 years in all. *(Financial Department No.* 742, *dated* 11*th February* 1880.)

Subordinate Executive Service.

20. The Subordinate Executive Service is thus classified :—

Deputy Magistrates and Deputy Collectors		1st Grade	...	...	Rs. 800
Do.	do.	2nd Grade	...	...	„ 700
Do.	do.	3rd Grade	...	...	„ 600
Do.	do.	4th Grade	...	...	„ 500
Do.	do.	5th Grade	...	...	„ 400
Do.	do.	6th Grade	...	...	„ 300
Do.	do.	7th Grade	...	...	„ 200

(Financial Department No. 243, *dated* 20*th April* 1875; *Government of Bengal, dated* 31*st May* 1875.)

Sub-Deputy Collectors		1st Grade	...	Rs. 150
Ditto	ditto	2nd Grade	...	„ 100

(Financial Department, dated 22*nd April* 1873, *Calcutta Gazette, p.* 504.)

21. A local allowance of Rs. 100 per month is allowed to the District Superintendent of Police, and Rs. 75 per month to each Assistant Superintendent of Police and to each Deputy Magistrate stationed at the Chittagong Hill Tracts, and not in charge of the Sungoo Sub-division. *(G. I. H. R. A. Dept. No.* 223, *dated 8th June* 1880.)

22. An Acting Deputy Magistrate and Deputy Collector appointed to the service after 19th January 1880, draws Rs. 150 per month. *(Financial Department No.* 922, *dated* 21*st February* 1880; *Govt. of Bengal No.* 993*A, dated* 17*th Feby.* 1880.*)*

23. The Sub-divisional Officers at Sungoo Hill Tracts Chittagong and at Coxbazar (Chittagong) are entitled to an extra allowance of Rs. 100 in addition to their pay. (*Financial Department No.* 677, *dated* 8*th June* 1867, *and No.* 4617, *dated* 23*rd October* 1872.)

Customs Department.

24. The Collector of Customs, Calcutta, draws pay at Rs. 2,500 rising to Rs. 3,000, and eventually to Rs. 4,166-10-8 per month under special orders. (*Financial Department No.* 1262, *dated* 12*th February* 1862.) The Deputy Collector of Customs draws pay at Rs. 1,200 rising to Rs. 1,500, and eventually to Rs. 2,000 a month under special orders. *(Financial Department No.* 192*A, dated* 9*th April* 1862.)

Note.—The Government of Bengal is authorized to settle, in future, without reference to the Government of India, the pay of the Collector and Deputy Collector of Customs from time to time upon the principle laid down in Financial Department No. 2607, dated 9th April 1862. (*Financial Department No.* 721, *dated* 13*th February* 1879.)

25. The pay of Mr. Warden, Collector of Customs, Chittagong, shall not rise above Rs. 600 per mensem; and when a new incumbent is appointed the pay of the post will be revised and reduced. (*Government of Bengal No.* 1332, *dated* 14*th October* 1879.)

Registration Department.

26. The holder of the appointment of Inspector General of Registration, whether substantive or officiating should not, unless with the special sanction of Govern-

ment, be considered as earning the increments of the pay of the office except during the time that he is actually performing the duties of the office. This order should be applied to all future incumbents of the office. (*Government of Bengal No.* 664*A*, *dated* 11*th February* 1881.)

27. Special Sub-Registrars, who are paid partly by fixed pay and partly by commission, are paid as follows :—

A fixed pay of Rs. 100 is allowed to those special Sub-Registrars who have ten or more offices subordinate to them, and a fixed pay of Rs. 75 to others. (*Home Department No.* 669, *dated* 19*th March* 1879.) Commission is allowed to them at the rate of Rs. 60 for the first 150 deeds or any less number, Rs. 10 for each additional 50 deeds up to 300, and Rs. 5 for each 50 deeds above 300. Commission is allowed for miscellaneous operations, such as, deposit, withdrawal and opening of sealed covers, authentication of powers of attorney, commissions, visits and searches. (*Government of Bengal, dated* 24*th December* 1879.)

Note.—The Special Sub-Registrar of Chittagong is allowed a fixed salary of Rs. 100 instead of Rs 75 per month. (*Government of Bengal No.* 628, *dated* 18*th August* 1879.)

28. Commission to Rural Sub-Registrars is paid at the following scale :—(*H. R. A. No.* 73, *dated* 14*th January* 1880.)

Number of deeds registered per month, (Each miscellaneous operation, on which a fee is charged, is counted as one registration.)	Commission.
	Rs.
Not exceeding 60 ...	... 40
Above 60 but not exceeding 80 ...	... 50
„ 80 „ 125 ...	... 70
„ 125 „ 170 ...	... 85
„ 170 „ 200 ...	... 95
„ 200 „ 250 ...	... 105
„ 250 „ 300 ...	... 110
„ 300 „ 350 ...	... 115
„ 350 „ 400 ...	... 125
„ 400 „ 450 ...	... 135
„ 450 „ 500 ...	... 145
Above 500	... 150

In addition to the above rates of Commission, the following allowances are granted to Rural Sub-Registrars for their Establishment :—

Number of deeds registered	Allowances. Rs.
Not exceeding 100	... 10
Above 100 but not exceeding 400	... 5 per 50 deeds.
„ 400 „ 500	.. 11 per 100 deeds.
„ 500	... 12 per 100 deeds.

Note.—Rural Sub-Registrars of Sealdah and Cossipore receive establishment allowances at twice the ordinary rate. An extra establishment allowance of Rs. 15 is allowed to those Rural Sub-Registrars at the Head-Quarters of Sub-divisions who have one subordinate office, Rs. 25 to those that have two subordinate offices, and Rs. 10 for every subordinate office above two. (*Government of Bengal No.* 70*R.T., dated 9th August* 1880.)

APPENDIX I.

A Table of Acting Allowances.

An Officer with a substantive appointment in col. 1, acting in an appointment in col. 3, is entitled to Acting Allowance in col. 4.

Revenue, Judicial, and General Departments.

Substantive Appointment.	Pay.			Acting Appointment.	Acting Allowance.		
Secretary, Government of Bengal	3,333	5	4	Secretary, Government of India, Pay Rs. 4,166-10-8	833	5	4
Secretary, Board of Revenue	2,500	0	0		1,111	1	9
Commissioner of Revenue	2,916	10	8	Member, Board of Revenue, Pay Rs. 4,000 ...	800	0	0
Magistrate and Collector, 3rd Grade... ...	1,500	0	0	Secretary, Board of Revenue	666	10	8
Magistrate and Collector, 2nd Grade ...	1,800	0	0	Financial Secretary to Government, Bengal, or Inspector-General of Police or Secretary, Board of Revenue	500	0	0
Magistrate and Collector, 1st Grade ...	2,250	0	0	Ditto ditto ditto	250	0	0
Junior Secretary, Board of Revenue ...	1,800	0	0	Secretary, Board of Revenue	500	0	0
Financial Secretary, Government of Bengal ...	2,500	0	0	Secretary, Government of Bengal	666	10	8
Magistrate and Collector, 1st Grade	2,250	0	0	Secretary, Government of Bengal	722	3	6

SUBSTANTIVE APPOINTMENT.	PAY.			ACTING APPOINTMENT.	ACTING ALLOWANCE.		
First Inspector of Registration Offices ...	1,000	0	0	Inspector-General of Registration, Pay Rs. 1,500 to 1,800	*333	5	4
Joint Magistrate, 1st Grade	900	0	0	" " " ...	*400	0	0
" " "	900	0	0	Junior Secretary, Board of Revenue ...	600	0	0
Magistrate and Collector, 1st Grade	2,250	0	0	Commissioner of Revenue, Pay Rs. 2,916-10-8	583	5	4
" " 2nd "	1,800	0	0		744	7	1
" " 3rd "	1,500	0	0		944	7	1
Commissioner of Non-Regulation Districts ...	2,500	0	0		416	10	8
Deputy Commissioner, 1st Grade	1,833	5	4	Commissioner of Non-Regulation Districts, Pay Rs. 2,500	500	0	0
" " 2nd "	1,666	10	8		555	8	10
" " 3rd "	1,333	5	4		777	12	5
" " 4th "	1,000	0	0		1,000	0	0
District Judge, 2nd Grade	2,000	0	0	District Judge, 1st Grade, Pay Rs. 2,500 ...	500	0	0

* For the first year.

Revenue and Judicial Departments.

Substantive Appointment.	Pay.			Acting Appointment.	Acting Allowance		
Principal Judge of Small Cause Courts ...	1,500	0	0	District and Sessions Judge, 2nd Grade, Pay Rs. 2,000...	400	0	0
Additional Joint Sessions Judge	1,200	0	0		533	5	4
Joint Magistrate, 1st Grade	900	0	0		733	5	4
„ „ 2nd „	700	0	0		866	10	8
Assistant Commissioner, 1st Grade	800	0	0	Judicial Commissioner, Pay Rs. 2,500 ...	1,133	5	4
„ „ 2nd „	700	0	0		1,200	0	0
Joint Magistrate and Deputy Collector, 1st Grade	900	0	0		1,066	10	8
Subordinate Judge, 1st Grade	1,000	0	0	Principal Judge of Small Cause Courts, Pay Rs. 1,500...	333	5	4
Joint Magistrate and Deputy Collector, 1st Grade	900	0	0		400	0	0
Subordinate Judge, 1st Grade	1,000	0	0	Additional Joint Sessions Judge, Pay Rs. 1,200	200	0	0
Munsiff	...	...	...	Subordinate and Small Cause Court Judge ...	155	0	0
An officer without a substantive appointment ...	..	...	...	Munsiff	150	0	0
An officer with a substantive appointment ...	...	...	..	„	*57	8	0

* *Note.*—But the entire salary must not be greater than Rs. 200 nor less than Rs. 150.

Revenue and Judicial Departments.

Substantive Appointment.	Pay.			Acting Appointment.	Acting Allowance.		
Magistrate and Collector, 2nd Grade	1,800	0	0	Magistrate and Collector, 1st Grade	450	0	0
" " 3rd "	1,500	0	0	" " "	500	0	0
" " " "	1,500	0	0	" " 2nd "	300	0	0
Joint Magistrate and Deputy Collector, 1st Grade	900	0	0	" " 1st "	900	0	0
" " "	900	0	0	" " 2nd "	600	0	0
" " "	900	0	0	" " 3rd "	400	0	0
" " 2nd Grade	700	0	0	" " 2nd "	733	5	4
" " "	700	0	0	" " 3rd "	533	5	4
Assistant Magistrate and Collector	500	0	0	" " 2nd "	866	10	8
" "	500	0	0	" " 3rd "	666	10	8
Deputy Commissioner, 1st Grade	1,833	5	4	" " 1st "	416	10	8
" 2nd "	1,666	10	8	" " 2nd "	133	5	4
" 3rd "	1,333	5	4	" " 3rd "	166	10	8

Revenue and Judicial Departments.

Substantive Appointment.	Pay.			Acting Appointment.	Acting Allowance.		
Deputy Commissioner, 4th Grade	1,000	0	0	Magistrate and Collector, 3rd Grade	333	5	4
Assistant Commissioner, 1st Grade	800	0	0	" " " "	466	10	8
Deputy Commissioner, 2nd Grade	1.666	10	8	Deputy Commissioner, 1st Grade	166	10	8
" " 3rd "	1,333	5	4	" " " "	366	10	8
" " " "	1,333	5	4	" " 2nd "	333	5	4
" " 4th "	1,000	0	0	" " 1st "	555	8	10
" " " "	1,000	0	0	" " 2nd	444	7	1
" " " "	1,000	0	0	" " 3rd "	266	16	8
Assistant Commissioner, 1st Grade	800	0	0	" " 4th "	200	0	0
" " " "	800	0	0	" " 3rd "	355	8	10
" " 2nd "	700	0	0	" " 4th "	200	0	0
" " 3rd "	500	0	0	" " " "	333	5	4
Joint Magistrate and Deputy Collector, 1st Grade	900	0	0	" " " "	100	0	0
" " " 2nd " ...	700	0	0	" " " "	200	0	0

Revenue and Judicial Departments.

Substantive Appointment.	Pay.			Acting Appointment.	Acting Allowance.		
Joint Magistrate and Deputy Collector, 2nd Grade	700	0	0	Joint Magistrate and Deputy Collector, 1st Grade	200	0	0
Assistant Magistrate and Collector (fully passed)	500	0	0	" " " "	266	10	8
" " " "	500	0	0	" " 2nd "	200	0	0
Assistant Commissioner, 2nd Grade	700	0	0	Assistant Commissioner, 1st Grade...	100	0	0
" " 3rd "	500	0	0	" " " "	200	0	0
" " " "	500	0	0	" " 2nd "	200	0	0

Police.

Substantive Appointment.	Pay.			Acting Appointment.	Acting Allowance.		
District Superintendent of Police, 2nd Grade ...	800	0	0	District Superintendent of Police, 1st Grade ...	200	0	0
" " " 3rd " ...	700	0	0	" " " " " ...	200	0	0
" " " " " ...	700	0	0	" " " 2nd " ...	100	0	0
" " " 4th " ...	600	0	0	" " " 1st " ...	266	10	8
" " " " " ...	600	0	0	" " " 2nd " ...	200	0	0
" " " " " ...	600	0	0	" " " 3rd " ...	100	0	0
" " " 5th " ...	500	0	0	" " " 1st " ...	333	5	4
" " " " " ...	500	0	0	" " " 2nd " ...	200	0	0
" " " " " ...	500	0	0	" " " 3rd " ...	200	0	0
" " " " " ...	500	0	0	" " " 4th " ...	100	0	0
Assistant Superintendent of Police, 1st Grade ...	400	0	0	" " " 5th " ...	100	0	0
" " " 2nd " ...	300	0	0	" " " " " ...	200	0	0
" " " 3rd " ...	250	0	0	" " " " " ...	200	0	0

Police and Opium Departments

Substantive Appointment.	Pay.			Acting Appointment.	Acting Allowance.		
Assistant Superintendent of Police, 2nd Grade ...	300	0	0	Assistant Superintendent of Police, 1st Grade	100	0	0
" " " 3rd " ...	250	0	0	" " " " " ...	150	0	0
" " " " " ...	250	0	0	" " " 2nd " ...	50	0	0
Junior Principal Assistant to Opium Agent ...	1,000	0	0	Senior Principal Assistant to Opium Agent ...	200	0	0
Sub-Deputy Opium Agent, 1st Grade	900	0	0	Principal Assistant to Opium Agent	100	0	0
" " " 2nd "	800	0	0	" " " "	200	0	0
Assistant Sub-Deputy Opium Agents	...	...	...	Sub-Deputy Opium Agents	140	0	0
Officers not in the service of Government ...	..	...	...	Assistant Sub-Deputy Opium Agents	125	0	0
Officers with a substantive appointment ...	...	...	...	" " " "	*50	0	0

* Note.—The entire salary must not exceed Rs. 200, nor be less than Rs. 125.

APPENDIX II.

Rules for the regulation of the Departmental Examinations of Junior Members of the Covenanted Civil Service, the Subordinate Executive Service, the Non-regulation Commission, Police, &c. (*Calcutta Gazette*, 19*th November* 1879, *Page* 1139.)

1. All Assistant Magistrates, Assistant Commissioners, Deputy Magistrates and Collectors, Assistant Superintendents of Police, and others (to whom these rules may be applicable) who may have been more than six months on duty, shall, and those who have been less than six months on duty may, at their option, be subjected to half-yearly Departmental Examinations, and shall be required to pass according to the standard, or the standards of examination which may be applicable to them respectively in each subject according to the rules hereinafter set forth.

2. To direct and control these half-yearly Departmental Examinations, there shall be a Central Examination Committee appointed by Government. It shall consist of a President, and of as many members (of whom one shall be Secretary) as the Government may think proper to appoint from time to time.

3. The examinations may be held, in the Regulation Provinces, at any station which is the Head-Quarters of a Divisional Commissioner, or where there is a District Judge; and for the Non-regulation Provinces at the following stations, and at any other stations where the Commissioner may, in communication with the Central Examination Committee, think it necessary to hold Committees for examination.

For Chota-Nagpore, at Ranchee.
For Cooch Behar, at Darjeeling or Julpigoree.
For the Sonthal Pergunnahs, at Bhagulpore.
For the Chittagong Hill Tracts, at Chittagong.

4. Each Divisional Commissioner shall notify, at least one month before the date of examination, at what stations in his division examinations are to be held, and shall report the names of intending examinees, specifying at which centre of examination each is to attend. If a Divisional Commissioner has only a very few examinees, and if the means of locomotion are easy, he will probably have only one or two centres of examination in his division.

5. The Central Examination Committee may, on sufficient cause being shown, permit the appearance of an Officer for exa-

mination at a station other than that at which, under ordinary circumstances, he would be required to present himself.

6. At the several stations at which examinations are to be held Local Committees shall be formed, who shall conduct the examinations under the instructions of the Central Committee.

7. The Local Committee at each station, which is the Head-Quarters of a Commissioner, shall consist of the Commissioner, the Collector (or Deputy Commissioner) and a Native Civil Officer to be selected by the Commissioner. In the absence of the Commissioner or Collector, the Judge (or Judicial Commissioner) shall take his place on the Committee. At other stations the Committee shall consist of the Judge, the Collector, and a Native Officer to be selected by the Judge. At the stations in the Non-regulation Provinces, which are not the Head-Quarters of the Commissioner, and at which there is no Judicial Commissioner, the Deputy Commissioner shall form a Committee with one or two other Officers to be selected by him.

8. The Government will, in communication with the Central Committee, fix the days for the half-yearly examination, which shall be the same for every district. The first half-yearly examination will usually be held in the month of April, May, or June, and the second in the month of October, November, or December.

9. It shall be the duty of the Central Committee to prepare, previous to each examination, sets of questions to be put to the examinees, to forward a sufficient number of copies of each of such sets to the President of each Local Committee in a sealed packet, to determine the order in which the examination in each paper and subject shall be held, and to arrange all other details for the conduct of the examinations. The Central Committee, from time to time, shall lay down such rules as may appear to them best for the guidance of the Local Committees, in order to ensure a fair and uniform method of ascertaining the proficiency of the examinee in each subject.

10. The Local Committee shall not open the sealed packet of papers until the time of examination; they shall superintend the written examinations of the examinees only so far as may be necessary to ensure the conduct of them with proper strictness; they shall not examine the written answers, but shall forward them to the Central Committee with a report, which shall be furnished by the District Officer and Commissioner under whom the examinee has been employed, respecting his official character, qualifications, and the work done by him during the preceding six months, as well as a statement specifying the marks which they assign to candidates for conversational proficiency in the vernacular, in which branch their decision shall be final.

11. The Central Committee, after perusing the reports and the examination papers, shall report to Government the names of such Officers as in their opinion have passed, noticing specially,

in the order of their merit, those who have passed with distinction. They shall also report the names of those Officers who have succeeded in some of the subjects only, as well as those who have failed altogether.

12. There shall be two standards of examination in Law and Languages; the Lower and the Higher Standards. With the exception specified below, Officers are required to pass in Law and in the language of the district by both the Higher and the Lower Standards, and in a second language by the Higher Standard only.

13. In Note IV. will be found the rules prescribing the tests in the vernacular, which European Officers of the several departments are required to satisfy.

For Native Officers, when required to pass in any vernacular, the same rules and tests shall apply as in the case of European Officers. But if the Officer does not know English, he will translate into his own vernacular, and not into English, and it will be unnecessary for him to transilerate the paper set for that purpose.

14. The only language, in which Officers generally shall be required to pass by the Lower Standard, shall be the vernacular of the district in which they may be serving, and the principal object of the examination shall be to test the proficiency for practical purposes of the examinee in such language.

15. The object of the Lower Standard of examination in Law shall be to test the examinee's practical acquaintance with the Criminal Codes, and his general knowledge of certain of the more important local laws, regulations and rules. One paper shall be prepared specially for this examination, which shall be confined to the Criminal Codes, and for which the use of the Codes, but no manuals, guides, or books with indexes, shall be allowed. The questions must not be such as can be answered by copying a passage from a book; they must be such as shall thoroughly test the capacity of the examinees to understand the bearing of facts, and to ascertain the law and apply it. Another paper shall be prepared, consisting of questions on the local laws, regulations, and rules enumerated in Note 1. These must be answered without the aid of books. This paper is designed equally for the candidates for examination by the Lower and Higher Standards, but the number of pass marks shall be less in the case of examinees by the Lower than in that of those by the Higher Standard of examination.

16. In the examination by the Higher Standard, it is necessary for the examinee to pass under the rules referred to above in two vernacular languages, ordinarily Bengali and Urdu. The questions of law and practice will be selected from the whole field of the duties of a Magistrate and Collector. All examinees will be required to pass in two papers. The nature of

the one, in answering the questions in which the use of books will not be allowed, has already been explained in para 15. The other paper, for which the use of books will be allowed, will contain questions on the local laws, regulations, and rules set forth in Note II. The examinees may have all the Acts, Regulations, and Circulars, but no Manuals, Guides or Indexes. The questions should be confined as much as possible to cases commonly arising in the ordinary routine of the Office of a Magistrate and Collector, or of a District Superintendent of Police. Certain facts of probable occurrence in real practice should be stated, and the examiner required to find and apply the law applicable to the facts.

17. A Covenanted Civil Servant must pass the Examination in Local Laws, regulations, and rules, and in both languages by the Higher Standard. He will be required to pass by the Lower Standard in one subject only, and that the vernacular of the district in which he is serving.

18. Officers who, after passing in the Higher Grade, the preliminary examination for admission into the Subordinate Executive Service held in 1873 or subsequently, have received appointments in that service, will be subject to no further examination, except the Higher Standard Departmental Examination, and the Opium Laws Examination for those candidates who are appointed to the Opium Department without having taken the Opium papers. Candidates who passed at the Subordinate Executive Service Examination which was held in 1872, are exempted from examination by the Lower Standard in the vernacular only. They will be required to pass in law by that Standard.

19. Where a candidate, other than a Covenanted Civilian, allowed by Government, for any special reason, to present himself for examination by the Higher Standard in Law or Languages before passing the Lower, fails to pass the Higher Standard in either subject, the Central Examination Committee shall have full authority to decide whether he has done sufficiently well to pass by the Lower Standard.

20. An Officer who succeeds in passing by either Standard, (*a*) in Law or (*b*) in either of the Languages, shall not again be required to present himself for examination by the same Standard in the subject in which he was successful, but only in those in which he failed.

21. The marks to be assigned to each branch of the Law Examination, the proportion required for passing by the different Standards, and the time allowed for each paper are set forth in Note III. The same information in Languages will be found in Note IV. Uniformity must be rigidly enforced in the time allowed for each subject, whether in Law or Language.

22. A Civil Officer who has passed according to the Lower Standard of Examination, and who has exercised the powers of

a Magistrate of the Third Class for six months, shall usually be vested with the powers of a Magistrate of the second class, described in Section 20-24 of the Code of Criminal Procedure (Act X of 1872,) provided he is certified by the Commissioner to be fully competent to exercise them. Assistant Magistrates and Assistant Commissioners will also then be vested with the powers of a Deputy Collector.

23. An Officer, however, who shall have passed by the Lower Standard in the Criminial Codes and in the Language of his district, may be vested with the powers of a Magistrate of the second class, on the Commissioner's recommendation to that effect, provided he had not less than six months experience in his Magisterial duties.

24. An Officer who has passed according to the Higher Standard shall be eligible to be vested with the powers of a Magistrate of the First Class, but not until he shall have exercised the powers of a Magistrate of the Second Class for at least six months.

25. An Officer who has passed in Law and in the Language of his district, according to the Higher Standard, may also be vested with the powers of a Magistrate of the First Class, subject to the condition of his having exercised the powers of a Magistrate of the Second Class for six months ; but he shall not be entitled to any promotion or increase of pay until he has passed fully by the Second Standard. He shall exercise the powers of a Magistrate of the First Class so long only as he is employed in a district where the language in which he has passed is the vernacular.

26. Assistant Magistrates and Assistant Commissioners on first appointment draw only Rs. 400 a month. On passing the Lower Standard of examination, and being invested with the powers of a Magistrate of the Second Class, they shall be allowed an increase of Rs. 50 a month, provided they have exercised the powers of a Magistrate of the Third Class for six months at least ; and on passing fully the Higher Standard, they will receive a second increase of Rs. 50, provided they have exercised the powers of a Magistrate of the Second Class for not less than six months.

27. Officers attending these examinations will be allowed travelling allowance under the rules in the Civil Leave Code.

28. No application from any Junior Officer, liable to examination for privilege leave, or leave on private affairs, will be entertained if the following half-yearly examination falls due before the expiry of the leave applied for, unless the application specifies that the applicant will attend the examination.

29. If such leave is applied for, and the application from such an Officer is submitted to Government, it should be stated that he is liable to pass an examination, and that the next

examination will be held within the period of the leave applied for. This will enable the Lieutenant-Governor to decide whether, for the reasons stated, the leave should be granted ; and if so, on what conditions.

30. It is the duty of District Officers to look to the practical training of the young officers placed under them from their first entering into official life till they acquire a practical experience of their work and qualify themselves for the exercise of higher powers by passing the prescribed examinations. District Officers are expected to take active interest in the wellbeing of the young men placed under them, by exercising due supervision over their studies, by holding periodical examinations to test their qualifications and official knowledge, and by any other means which may seem to them expedient for the purpose.

Special rules.

1. For Police Officers the papers set in Law for both the Lower and the Higher Standards, shall be prepared seperately from those for other officers. For the Lower Standard questions shall be set in the Penal Code, the Code of Criminal Procedure, Act V of 1861, the village Chowkidari Act VI (B. C) of 1870, Act I (B. C.) of 1871, and the D and N Circulars of the Police Department. The use of books will be allowed in answering these questions. For the Higher Standard the questions will be taken from the same Acts, and from all the Circulars of the Police Department, from the Excise, Salt and Opium Laws, from Act V (B.C.) of 1876 (so far as it relates to Police) and from the Evidence Act I of 1872. In this examination the use of books will not be allowed.

2. Police Officers transferred to the Executive Service, or who desire such transfer, will be required to satisfy the same tests as those prescribed for officers of the Subordinate Executive Service, subject to the exception noted below.

3. When such an officer has already passed by either Standard in a language, the pass will be accepted as sufficient to that degree.

4. Any officer so transferred, who has passed in Law by the Lower Standard (as hitherto required for the Police) will be required to pass for the Lower Standard in the general papers of local laws, &c. He will be exempted from examination in the Criminal Codes prescribed for the Lower Standard if he so desire ; but if he elects to pass, such pass will be taken into account in his favour.

5. Such officers, who have passed by the Higher Police Standard in Law, will still be required to pass in both law papers prescribed in para 16 above, the term "law" including Revenue and General Law.

6. Officers of the Opium Department, will be examined, after admission to the Department, in the subjects mentioned in Government Orders No. 1157A of 28th October 1872.

Note I.

Laws and Regulations in which the examination will be without the aid of books.

Regulations I and VIII of 1793, and XII of 1817.

Regulations I and II of 1819.

Regulation VIII of 1819.

Regulations VII of 1822, IX and XI of 1825, and IX of 1833.

Acts IX of 1847, XXXI of 1858, and IV (B. C.) of 1868.

Act XI of 1859.

Acts VII (B.C.) of 1868, VIII (B.C.) of 1869, and I (B. C.) of 1875.

Act V of 1861.

Act X of 1870.

Act III of 1877.

Bengal Council Act X of 1871.

Bengal Council Act V of 1876.

Bengal Council Act VII of 1876.

Act I of 1878.

Act VII (B.C.) of 1878.

Act VIII (B.C.) of 1876.

Act VI (B.C.) of 1870.

Act I (B.C.) of 1871.

Act I of 1872.

Note* II.

In which the examination will be with the aid of books.

All unrepealed Acts of the Government of India, Bengal Regulations, and Bengal Acts; Circulars of the Bengal Government, the High Court, the Comptroller General, the Accountant-General, the Board of Revenue, and the Inspectors General of Police, Jails and Registration.

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* A knowledge of the principles and general scheme of this law will sufficient; acquaintance with the executive details will not be required.

Note III.

Table showing the subjects for examination in Law by each Standard, the maximum number of marks assigned to each, the maximum number required for passing, and the time to be allowed.

SUBJECTS OF EXAMINATION.	MAXIMUM MARKS.		PASSING MARKS.		TIME.
	Lower Standard	Higher Standard	Lower Standard	Higher Standard	
Criminal Codes with books ...	160	...	180	...	Three hours.
General Law paper without book, ⅔ of questions being Revenue, and ⅓ Non-revenue ...	160	160	60	90	Ditto.
Paper with books to include all Laws ...	...	160	...	90	Four hours.

Note IV.

Revised Rules for the Examination of Civil Officers in the Lower Provinces of Bengal in the Vernaculars.

Officers to whom the rules apply.

The following rules for the Examination of Civil Officers in the Lower Provinces of Bengal apply to all European Officers of the classes specified in them, and to such others as the Local Government may from time to time direct. They do not affect the rules for the encouragement of the study of the languages of Frontier tribes, a copy of which is given in Note V.

2. Three grades of examination are recognized :—

I.—The Higher Standard of Examination for Civil Officers, held under the direction and control of the Central Examination Committee.

II.—The Higher Standard of Examination prescribed for Military Officers by G. G. O. No. 734, dated 9th September 1864, and G. G. O. No. 294, dated 24th March 1866; and the Lower Standard of Examination for Civil Officers held under the direction and control of the Central Examination Committee.

III.—The Lower Standard of Examination prescribed for Military Officers in Hindustani by the G. G. O. above quoted.

3. Officers of the Public Works, Education, Survey, and Forest Departments are examined under special rules. In their case, either of the Standards specified in Grade II., will be accepted as sufficient, should they exceptionally have to be examined along with the officers attached to the general administration.

Officers required to pass in one language only.
1. Deputy Magistrates and Collectors.
2. Salaried Sub-Registrars.
3. Canal Superintendents.

4. The Officers named in the margin are required to pass the examination specified in Grade I. above, in the vernacular of the district in which they may be serving. Assistants in the Opium Department, who have not passed the Native Civil Service Examination in Hindustani, are required to pass in that language only by the Lower Standard of Departmental Examination specified in Grade II. above.

5. Deputy Collectors, who, under this rule, have passed in one language only, will not be eligible for transfer to, or promotion in, another province, unless they pass also in the language which is there the vernacular.

Special rules for Medical Officers.

6. Medical Officers in Civil employ, whether Covenanted or Uncovenanted, will be required to pass in the language of the district by one or other of the standards specified in Grade II. Army Medical Officers, who have passed the Military Lower Standard of Examination specified in Grade III. in Hindustani, will not be subject to further examination in that language.

7. Medical Officers in Civil employ, who have passed in one language under the above rules, if posted to a district where another language is the vernacular, will be required also to pass in it, but only by a conversational test designed to prove their ability to converse with the people and be understood by them.

Officers required to pass two languages.
1. Covenanted Civilians.
2. Assistant Commissioners.
3. Assistant Superintendents of Police.

8. The Officers named in the margin, are required to pass by the Standard specified in Grade I. above in two languages, which may be Bengali and Hindustani, or Oorya and Hindustani.

Exemption in the case of Military Officers.

9. Military Officers, who have passed in Hindustani by the Military Higher Standard of Examination specified in Grade II., are not liable to further examination in that language.

Order in which the languages must be taken up.

10. Officers generally are required, in the first instance, to pass in the language of the district in which they are serving, by the Lower Standard specified in Grade II. above, before attempting a second language, in which passing by the Higher Standard only will be required. Covenanted Civilians are, however, allowed to pass by either Standard, and in either language in any order.

Officers exempt from the Lower Standard of Examination.

11. Uncovenanted Officers, who have passed in any vernacular at the Native Civil Service Examination, are not required to pass in it again by the Lower Standard of Departmental Examinations, but may go up for the Higher Standard in cases where they may become liable to this examination.

12. An Officer liable to pass in two languages, when he has passed in the language of the district by the Lower Standard as required in Rule 10 above, may present himself for examination by the Higher Standard in that language, and in the second language, which will be Hindustani in the case of those who first qualify in Bengali or Oorya, and in the case of those who first pass in Hindustani, Bengali or, if they be posted in Orissa, Oorya.

Cases in which a third language is compulsory.

13. Covenanted Civilians who, on the 4th May 1874, were of less than 12 years' standing, and have passed in Hindustani, will, on transfer to Orissa, as a condition of promotion to the substantive grade of Magistrate, be required to pass in Oorya as a third language. Similarly, those who have passed in Hindustani and Oorya only, will, on transfer to Bengal, be required to pass in Bengali as a third language. On passing in a third language under this rule, Covenanted Civilians become entitled to a reward of Rs. 500.

Cases in which a third language is optional.

14. Police Officers and Uncovenanted Deputy Collectors are not required to pass in a third language under the preceding rule; but if they elect to do so, they will be eligible for a reward of Rs. 180.

15. The examination specified in Grade I. above, and the Lower Standard of Examination specified in Grade II. above, will be held under the rules for the conduct of the Departmental Examination of Civil Officers, and under the direction and control of the Central Examination Committee in Calcutta.

16. The Military Higher and Lower Standards of Examination specified in Grade II. and III. above, will be conducted, in the case of Military Officers, by the Board of Examiners in Calcutta, under the general rules applicable to these examinations generally. In the case of Uncovenanted Medical Officers, and optionally in the case of Covenanted Medical Officers, these examinations will be held under the direction and control of the Central Examination Committee, and along with the Departmental Examinations.

The following are the tests prescribed for the several grades of examination :—

Grade I.—The Higher Standard of Departmental Examination.

A.—Reading and current handwriting in the vernacular.

Two documents of the more difficult description of office papers, selected and lithographed by the Central Examination Committee, shall be transliterated into the Roman Character.

B.—A written translation from the Vernacular into English.

The same documents shall also be translated into English correctly.

C.—A written translation from English into the Vernacular.

An English judgment or other official document of a somewhat difficult nature, selected by the Central Examination Committee, shall be translated into the vernacular without assistance, and in a generally correct manner.

D.—Dictation from English into the Vernacular.

An English report or other official paper of some difficulty shall be translated into the vernacular, and dictated off-hand, fluently and intelligibly, and the translation written down by a clerk exactly as dictated.

E —Conversation in the Vernacular.

The examinee shall be tested in conversation with several natives, in such a manner as to satisfy the Local Committee, of his power of making himself understood by them, and of explaining himself with clearness and sufficient propriety in the Vernacular in an argument or topic of some difficulty, such as may occur in official business.

The maximum and the pass marks assigned to each branch of the examination, and the time allowed for the papers, are subjoined :—

Subjects of Examination.	Maximum marks.	Passing marks.	Time.
Transliteration ...	20	10	One and a half hours.
Translation from Vernacular ...	20	10	
Translation from English ...	20	10	Two hours.
Dictation from English ...	20	10	Half an hour.
Conversation ...	20	10	Ten minutes.

Grade II. (a)—The Lower Standard of Departmental Examination.

For this examination the tests shall be the same as the above, but the papers shall be less difficult. The proportion of marks to be obtained in order to pass, and the time allowed for the papers, shall be the same as for the *Higher Standard* above described.

Note.—After 1st January 1881, the lithographed Hindustani papers at the Departmental Examinations of Assistant Magistrates, Assistant Superintendents of Police and other officers will be in the Kaithi character for candidates stationed in the Districts of the Patna Division, and after 1st July 1881, in all the Districts of the Bhagulpore Division, except

Maldah and the Sonthal Pergunnahs, and in the Districts of Lohardugga and Singbhoom with the exception of Pergunnah Dulbhoom.

Grade II. (b.)—The Military Higher Standard of Examination.

The Military Higher Standard Examination is intended to ascertain the ability of Candidates—1*st*, to read and construe passages in books of ordinary difficulty in Urdu and Hindi; 2*nd*, to make accurate and idiomatic written translation from English and Hindustani in both the Persian and Deva Nagri characters; 3*rd*, to read and translate petitions, native letters, &c., in Urdu and Hindi; 4*th*, to converse with educated or uneducated Natives of India in Hindustani.

The following are the tests prescribed:—

First.—Reading fluently, and construing with readiness and accuracy, not less than an ordinary octavo page of the undermentioned works:—

(1) The *Bagh-O-Bahar.*
(2) Selections from the prose of the *Prem Sagar.*

Second.—Translating accurately, and with correctness of idiom and grammar, not less than half an ordinary octavo page of plain English into language similar to that of the *Prem Sagar.* The translation must be reduced to writing, in the former case in the Persian character; in the latter in the Deva Nagri character.

Third.—Reading fairly, and translating readily and correctly, Hindustani manuscripts written in both the Persian and Deva Nagri characters. These manuscripts may be selected from the proceedings of a case in Court, from reports or petitions addressed to Civil or Military Authorities, from letters passing between Natives of India in the ordinary course of business, or from private correspondence. They should not be written with the clearness of a printed book, nor yet in a very cramped or crabbed hand, but in such a manner as fairly and honestly to represent the written characters as practically employed in the presidency or province in which the examination is held.

Fourth.—Conversing in Hindustani with the examiners or with Natives of India with fluency, and with such correctness of pronunciation, grammar, and idiom, as to be at once intelligible.

In other languages the tests imposed are similar, but the books are different. Those used are—

IN BENGALI ... { 1. Nobonari.
2. Rajdut.

IN OORYA ... { 1. Hitopodesh.
2. Batris Singhasan.

Grade II. (c).—The Military Lower Standard of Examination.

At this examination shall be tested the ability of Candidates to read and translate passages from easy Hindustani books written in the Persian and Deva Nagri characters ; and to speak on, and interpret, common or professional subjects in Hindustani so as to understand, and to be understood by, any ordinary educated Native of India.

They are required, *first*, to read fairly, and construe with accuracy, not less than half an octavo page of the undermentioned works:—

1. "Hindustani selections"* in the Persian character.
2. "Hindustani selections" in the Deva Nagri character.

Second, to converse in Hindustani with the Examiners, or with Natives of India, on subjects likely to occur in the performance to regimental or professional duty, in the transactions of ordinary business, or in the course of every-day life.

If this test be applied through the medium of a Native of India, he should speak the plain Hindustani of the Presidency or Province in which the examination is held, free from peculiarities of idiom and dialect, and not a *patois*, and though, as regards the performance of professional duties, it must to a certain extent be technical in its nature; if, in other respects, the candidate prove his ability to comprehend readily all that is said to him, and to make himself fairly intelligible, more should not be required.

The colloquial examination of each candidate will be carefully recorded in writing by the Committee of Examiners, and a copy of this record will be forwarded with the Committee's Report to the Adjutant-General of the army. It is in this portion of the examination that discretion and judgment on the part of the examiners is most required ; and in conducting it, Committees should strictly follow the instruction laid down in the extracts from the orders of the 9th September 1874, above quoted. Questions intended simply to puzzle a candidate should be particularly avoided. The questions need not exceed 15, but should not be less than 10 in number.

Note V.

Rules for the encouragement of the study of the languages of Frontier Tribes mentioned in para. 1. of Note IV.

The following are the rules sanctioned for granting rewards to Civil Officers in Bengal for proficiency in the languages of Frontier Tribes.

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* Until these selections have been prepared, candidates will be examined in the first half of the *Bagh-O-Bahar* and the first half of *Bytal Pacheesee*.

2. A reward of Rs. 1000 (one thousand) will be granted to any Covenanted Civilian, Deputy or Assistant Commissioner, Deputy Collector or Superintendent of Police, who shall pass by the prescribed Standard an Examination in any one language or in any of the groups of languages noted in the margin, provided that the language is spoken, within the district where the officer is at the time employed, or by tribes conterminous to it with whom he has official relations. A second reward will, in no case, be given to an officer for proficiency in a second language of the same group.

Group—I. Kol or Munda Sonthali.
II. Oraon, Rajmehal Paharia.
III. Khond of Orissa.
IV. Thibetian, Lepcha, Bhootia.
V. Kuki or Lushai.
VI. Garo.

3. The examination shall be conducted by a Local Committee to be specially appointed by Government on each occasion.

4. The tests which a candidate for the above reward must undergo are as follows :—

(*a.*) He must be able to converse freely with the people of the tribe, in whose vernacular he may wish to qualify, to understand, and to make himself understood by them.

(*b.*) He must write down in the English, or the Bengali, or Hindi character, sentences spoken in the tribal language by one of the tribe, or a conversation held between two of them, and must explain it correctly in English.

(*c.*) He must without assistance translate from English or his mother language into the tribal language (writing it in either the English, or Bengali, or Hindi character) sentences not of a more difficult nature than those described in Clause (b). The translation must be substantially correct and intelligible when read to a native in whose language it might be written.

5. These rules will not affect those prescribing the rewards to which Junior Civilians, who succeed in passing High Proficiency and Honours Examinations in certain specified languages, will be entitled.

APPENDIX III.

Rules relating to the personal conduct of Public Officers in relation to Government, to their Subordinates, and to others.

Rules regarding the connection of Government Officers with the Press.—(*Home Department No.* $\frac{19}{1134}$, *dated 8th July* 1875.)

I. No officer in the service of Government is permitted, without the previous sanction, in writing, of the Government under which he immediately serves, to become the proprietor, either in whole or in part, of any newspaper or periodical publication, or to edit or manage any such newspaper or publication. Such sanction will be given in the case of newspapers or publications mainly devoted to the discussion of topics not of a political character, such for instance as art, science or literature. The sanction will be liable to be withdrawn at the discretion of the Government.

II. Officers in the service of Government are not prohibited from contributing to the public press; but their position makes it incumbent upon them to confine themselves within the limits of temperate and reasonable discussion, and they are prohibited from making public, without the previous sanction of Government, any documents, papers, or information of which they may become possessed in their official capacity. These rules have hitherto in most cases been honorably observed. In case of a departure from them, or if the Government should consider the connection of any officer with the Press to be contrary to the public interests, his liberty to contribute will be withdrawn.

III. The Government of India will decide, in case of doubt, whether any engagements of officers with the Press are consistent with the discharge of their duties to Government.

IV. Nothing in this resolution is intended to relax the provisions of any regulations on this subject which now apply to the Army.

Rules regarding the holding of land and speculation by Government Officers.

Covenanted Civil Servants and Military Officers in Civil employ, and all persons holding Civil offices ordinarily held by Covenanted or Commissioned Officers of the two classes aforesaid, are prohibited henceforward from acquiring or holding land within the Province with the administration of which they are concerned, whether that connection be permanent or temporary. (*G. I. Home Department No.* 487, *dated 13th February* 1874.)

The following despatch, from the Secretary of State, on the subject of prohibiting public officers from engaging in speculation in India, applies to all public servants of whatever class or position:—(*G. I. H. D. No.* 3421, *dated* 28*th August* 1872.) *Despatch No.* 46, *dated* 31*st May* 1862.

"I have considered in Council your letter (No. 23), dated 11th March 1862, transmitting your proceedings, consequent on the accompanying minutes by the Governor and the Members of the Government of Bombay, on the question of prohibiting public officers from engaging in speculation in India.

"2. You will have learnt from my Despatch to the Government of Bombay, No. 11, dated the 8th April last, that, in connection with the orders of that Government of the 26th November 1861, relative to the case of public officers, who might take part in any Company formed for working the gold mines in the Dummul Hills, I stated that "as a general rule, I see no objection to servants of Government holding shares in Mining or other Companies having for their objects the development of the resources of the country; and the only restriction I think it necessary to impose is, that public servants shall take no part in the management of such institutions, and shall not be employed in the districts where the operations of the Company may be carried on."

* * * *

3. "I think it important that this condition should be maintained, and I have to direct that my decision, communicated in the terms above quoted to the Government of Bombay, may be made generally applicable, and may be published for general information.

4. "There can be no doubt as to the great evil of public servants in India engaging in speculations in the public funds, or in the shares of Joint Stock Companies; but I agree in the opinion of Lord Canning that such a practice, on the part of any officer, could not long escape the knowledge of Government, and that it would be in the power of Government to mark its sense of such conduct either by withholding promotion, or in any other way it might deem fit."

Note.—Public Servants may not be appointed to act as Government Directors in any concern in which they are interested. (*G. I. F. D. No.* 32, *dated* 23*rd April* 1881.)

Rules regarding the acceptance of presents by Public servants.

(*G. I. Foreign Department No.* 1299*G*, *dated* 20*th June* 1876.)

I. The main provisions of the law on the subject are contained in 13 Geo. III. Chap. 63, Sections 23-24, 33 Geo. III. Chap. 52 Sections 62-63; 3 and 4 Wm. IV., Chap. 85, Section 76 (quoted below.)

II. The prohibition of the receipt of presents, from Native Chiefs and others, does not extend to the receipt of a few flowers or fruits, and articles of inappreciable value, although even such trifling presents should be discouraged.

III. It does not extend to the exchange of presents between Governors, Lieutenant-Governors, Chief Commissioners, Agents to the Governor General, or Political Officers generally, in their ceremonial intercourse with Native Chiefs, on which occasions, the presents from the Chiefs are deposited in the Government *Toshakhana* and return presents are given at the Government expense.

IV. It does not apply to presents to Medical Officers made *bonâ-fide* for services rendered.

V. The general prohibition extends to all servants of Government, Native or European, Covenanted or Uncovenanted, in whatsoever department they may be serving.

VI. Where presents cannot absolutely be refused without giving offence, they must be delivered up to Government, and to this rule no exception whatsoever is permissible, save with the express sanction of His Excellency the Governor General in Council, which will only be given under very special circumstances.

2. The Governor General in Council desires that the above rules may be strictly observed, and no deviation therefrom permitted, except with the previous sanction of the Government of India.

(Extract 13 Geo. III, Chap. 63. Sections 23 and 24.)

The Governor General, Council and Judges restricted from accepting any presents.

XXIII.—And be it further enacted by the Authority aforesaid, that no Governor General, or any of the Council of the said United Company's Presidency of Fort William in Bengal, or any Chief Justice, or any of the Judges of the Supreme Court of Judicature at Fort William aforesaid shall, directly or indirectly, by themselves, or by any other person or persons, for his or their use, or on his or their behalf, accept, receive or take, of or from any person or persons, in any manner or on any account whatsoever, any present, gift, donation, gratuity or reward, pecuniary or otherwise, or any promise or engagement for any present, gift, donation, gratuity or reward.

* * * * * *

No person, holding a Civil or Military Office under the Crown or Company shall accept any donation or gratuity

XXIV.—And be it further enacted by the Authority aforesaid, that from and after the first day of August one thousand seven hundred and seventy-four, no person, holding or exercising any Civil or Military Office under the Crown, or the said United Company in the East Indies, shall accept, receive, or take directly, or indirectly, by himself, or any other person or persons on his behalf, or for his use or benefit, of and from any of the Indian, Princes or Powers, or their Ministers or Agents (or any of the Natives of Asia,) any present, gift, donation, gratuity, or reward, pecuniary or otherwise, upon any account, or on any pretence whatsoever, or any promise or engagement for any present, gift, donation, gratuity, or reward. * * *

(Extract 33 Geo. III, Chap. 52, Sections 62 and 63)

Receiving gifts to be deemed, a misdemeanor.

LXII —And be it further enacted, that the demanding or receiving any sum of money, or other valuable thing, as a gift, or present or under colour thereof, whether it be for the use of the party receiving the same, or for,

or pretended to be for, the use of the said Company, or of any other person whatsoever, by any British subject holding or exercising any office or employment under His Majesty or the said United Company in the East Indies, shall be deemed and taken to be extortion and misdemeanor at law, and shall be proceeded against and punished as such, under and by virtue of this Act; and the offender shall also forfeit to the King's Majesty, his heirs and successors the whole gift or present so received or the full value thereof.

The Court may order gifts to be restored and fines to be given to the prosecutor.

LXIII.—Provided always, and be it further enacted, that the Court or Jurisdiction before whom any such offence shall be tried, shall have full power and authority to direct the said present or gift, or any part thereof to be restored to the party, who gave the same, or to order the whole, or any part thereof, or of any fines which the Court shall set on the offender, to be paid or given to the prosecutor or informer, as such Court in its discretion shall think fit.

(*Extract* 3 *and* 4 *William IV, Chap.* 85, *Section* 76.)

Salaries of Governor General, &c., fixed to be in lieu of all fees, &c.

LXXVI.—And be it enacted, that there shall be paid several officers, hereinafter named, the several salaries set against the names of such officers, subject to such reduction of the said several salaries respectively, as the said Court of Directors with the sanction of the said Board, may at any time think fit that is to say.—

To the Governor General of India, two hundred and forty thousand Sicca Rupees. To each Ordinary Member of the Council of India, ninety-six thousand Sicca Rupees.

To each Governor of the Presidencies of Fort Saint George, Bombay, and Agra, one hundred and twenty-thousand Sicca Rupees.

To each Members of any Council to be appointed in any Presidency, sixty thousand Sicca Rupees.—

And the salaries of the said officers respectively shall commence from their respectively taking upon them the execution of their respective offices; and the said salaries shall be the whole profit or advantage which the said officers shall enjoy during their continuance in such offices respectively; and it shall be, and it is hereby declared to be, a misdemeanor for any such Officer to accept for his own use, in the discharge of his office, any present, gift, donation, gratuity, or reward, pecuniary or otherwise, whatsoever or to trade on traffic for his own benefit, or for the benefit of any other person or persons whatever, &c.

Acceptance of gratuities a misdemeanor. Passage money fixed.

Rules regarding the submission of Memorials by Public Servants. (*Home Department No.* 1649, *dated* 19*th October* 1876, *and R. A. C. Department No.* $\frac{46}{177208}$, *dated* 26*th September* 1879.)

Any combination, for the purpose of memorialising any authority to which the memorialists may be subordinate, is forbidden, and the following rules apply to all officers in Civil employ in whatsoever Department.

I. Every officer, wishing to address a memorial to Government, shall do so separately and not in concert with others; but this prohibition against the submission of joint memorials is not intended to apply to, or affect, the private interchange of individual opinions.

II. No officer in the employment of Government may submit any memorial in respect to any matter, connected with the official position which he occupies, in which he is not personally interested, except as the Agent of some person or persons un-

able to act on their own behalf. The personal interest referred to in this rule may be indirect.

III. No officer in the employment of Government shall submit a printed memorial.

IV. No memorial shall be submitted in a form set for general adoption, but shall be couched in the memorialist's own words and in temperate and respectful language.

V. Any memorial contravening these rules will not be taken into consideration by the Authority to which it is submitted; and the officer or officers submitting such memorials will incur the serious displeasure of Government.

The general prohibition against the submission of joint memorials does not affect the case of any correspondence which the Managers of Service Funds, as such, may have to conduct with Government.

Rules on the Subject of Arbitrations.

1. An officer shall not act as arbitrator in any case without the sanction of his immediate superior, unless he be directed so to act by a Court having authority to appoint an Arbitrator.

2. No public officer shall act as an Arbitrator in any case which is likely to come before him in any shape in virtue of any Judicial or Executive Office which he may be holding.

3. If an officer act as Arbitrator at the private request of disputants he shall accept no fees.

4. If he act by appointment of a Court of Law he may accept such fees as the Court may fix. (*Civil Account Code para.* 8(*c*), *Chapter* 74.)

Rules regarding the dismissal of Public Servants.

[*Home Department No.* $\frac{37}{1389-1404}$, *dated July* 1879.]

From time to time petitions, or appeals, against the orders of Local Officers, removing or dismissing Government servants, reach the Government of India. Such appeals ordinarily are forwarded through, or are reported upon, by the Local Governments. And the Governor General in Council is glad to say that he very rarely indeed sees ground for thinking such removals hasty or unjust. The general rule of the service is that the Authority, who can appoint to a particular office, has power to dismiss or remove from that office; and an appeal lies from an order of dismissal to the official superior of the officer who passes such order. Since the date of the order passed by the Court of Directors in 1851, no general instructions on the subject of dismissing public servants have been circulated by the Government of India. Local Governments, from time to time, have issue

such orders; and copy of a recent circular of the North-Western Provinces Government on the subject is appended to this resolution.

His Excellency the Governor General in Council believes that the forbearance and consideration enjoined by the Hon'ble Court are usually exercised by public officers of all grades and departments; but at the same time he deems it advisable to republish those instructions with the following remarks:—

1. In order that a dismissed servant of Government may be able to exercise his right of appeal, it is obviously necessary that the charge against him, his defence, and the order thereon, should be reduced to writing. And this course, so far as the Governor General in Council is aware, is usually taken. In the case of public servants who are dismissed in consequence of facts or inferences elicited at a Judicial trial, or in the case of persons who abscond with accusation over their heads, this procedure may be unnecessary or impossible. But in all other cases of the dismissal of public servants, the charge against a public servant should be reduced to writing, his defence should be either taken in, or reduced to, writing, and the decision on such defence should also be in writing. In many cases (such for instance as that of a clerk at an out-laying tahsil station) the officer, who passes the order of dismissal, may be able to make the enquiry himself, and the proceedings leading to dismissal would be conducted by the superior officer on the spot. The record of such charge, defence and decision would then furnish sufficient information for, and should be submitted to, the superior officer or the Government to whom the dismissed servant may prefer an appeal.

In regard to the rules of conduct which should guide the relations of superior officers with their subordinates, the Governor General in Council fully concurs in the views expressed by the late Court of Directors in paragraphs 4 to 9 of their despatch No. 42 of 1851, copies of which are appended below.

No. 11A, dated Camp Lucknow the 13th April 1877.

From—C. ROBERTSON, ESQ., *Officiating Secretary to the Government of North-Western Provinces and Oudh,*

To—All Heads of Departments, Commissioners, and District Officers in the North-Western Provinces and Oudh.

It has frequently been noticed by the Government in petitions from persons who have been degraded or deprived of their situations in the public service, that the petitioners have not had an opportunity of explaining their conduct, and of making their defence before being reduced or dismissed from their appointments.

The Lieutenant-Governor and the Chief Commissioner accordingly directs that in all cases of punishments and especially in all cases of dismissal, the person concerned shall always be given a hearing before the final order is passed; and a formal proceeding, embodying the statements taken and the reasons of dismissal, shall invariably be recorded.

Extract, paragraphs 4 to 9, of a Despatch from the Hon'ble Court of Directors, No. 42, dated 6th August 1851.

Para 4.—In the letter from the Secretary to the Sudder Board of Revenue, North-Western Provinces, conveying the opinions of the Members of that Board, we notice the following passages :—

"It scarcely needs to be stated that Native Officers are frequently dismissed from their situations, not for proved delinquency, or any tangible matter, or substantial charge, but in accordance with the opinions of their immediate superiors taken up against them sometimes hastily.

"A large portion of the public servants are under the absolute control of one officer, who has the absolute power of dismissal, and men are consequently often dismissed by caprice and also as a punishment.

"An officer often too dismisses a man merely as a punishment with the intention, frequently carried out of re-appointing him.

"Further, the Native servants of Government are treated with a degree of hardship which stands in remarkable contrast to the conduct adopted towards Europeans or officers of mixed parentage.

To such an extent does this severity prevail that all prudent Natives resign when they perceive that their superiors do not regard them with favor. This state of things has the worst effect on our Native Officers. It induces them to "make hay while the sun shines," and to add to the severity now used by pronouncing every man dismissed incapable of serving Government would only add to the evil.

"Once again, the Junior Member of the Board takes this opportunity to put on record his deliberate opinion that less caprice, less severity, less indignity in the treatment of Native servants of Government, is necessary if Government would be well served by them."

Para 5.—We confess we have perused these statements with pain and deep regret. If the treatment of Native officials by their Covenanted superiors be indeed generally of the harsh character here alleged, it is most discreditable to those Members of our Civil Service who have practised it.

Para 6.—But the rule we instructed you to introduce, in place of aggravating the evil, as is alleged, will in reality ameliorate the position of the Uncovenanted Servants. We would establish it as a principle, that when persons are appointed to permanent situations in any Department, they should not be dismissed upon light grounds. Fraud and dishonesty, continued and wilful negligence, and all offences involving moral disgrace meet with their appropriate punishment in dismissal, and our position is, that in every case in which that punishment is inflicted upon just grounds, the individual should be considered to be permanently excluded from Government employ. With regard, however, to the instances of arbitrary dismissal for slight reasons, adverted to by the Secretary to the Board of Revenue, we can neither recognise their propriety nor see the advantage accruing to Government from the practice. It may be doubtful whether the punishment of temporary suspension under the name of dismissal "with the intention of re-appointment" has any beneficial operations as regards the supposed offender. But we cannot doubt that it must tend to impede the business of the office by raising fears in the minds of the other Native Officials, that the caprice of their superiors may inflict upon them the same penalty. We consider it more likely that Government will be well served if it is distinctly understood that probity and diligence are the conditions of continued employment, than if the Subordinates work in slavish dread of their official superiors, knowing that his whim, prejudice, or passion may at any hour eject them from their situations and reduce them to destitution. In our opinion, moreover, the knowledge that gross misconduct will altogether exclude from the service of Government, will operate as an additional inducement to the honest and attentive discharge of duty on the part of Native Servants. If the offence, which a Subordinate may commit, be considered by the chief of his office to merit severe punishment. though not the ultimate one of dismissal, the circumstances should be reported to higher Authority, and if necessary to the Government for their judgment and decision.

Para 7.—The salutary tendency of the proposed rule will, therefore, be to make subordinates more faithful in the discharge of their duties, and superiors

more cautious in inflicting punishment upon those under their control. Necessary as it is that the power of dismissal should be vested in the chiefs of Department, it is equally desirable to check and, as far as may be practicable, to regulate that power. If evidence of this be required, the letter from the Agra Board of Revenue affords it, and we shall here further quote the sentiments of the Junior Member of that Board as a corroboration of the view which we are led to take of this question. He observes that since he has entered the service "the Government have done much to temper the arbitrary severity with which their Native Officers are treated by their European fellow servants, and they have in consequence materially increased the honesty and faithfulness of that deserving class of men, but more remains to be done, and he doubts not, will be done by degrees." We give due weight to the opinions to which we have adverted, and under the explanation we have now given we are not disposed to depart from our order of the 10th July 1850.

Para 8.—There is, however, a class of cases which does not come within the intention of our order, though erroneously considered in this light by the Authorities in the North-Western Provinces, we mean cases of inaptitude for the particular branch of occupation to which a Native Servant may have been originally appointed, as well as cases of physical incapacity. The latter must be treated according to rule, and with regard to the former we can not but think that in the majority of cases the difficulty might be overcome by a re-adjustment of duties without recourse to the harsh steps of removal from office.

Para 9.—We would, in conclusion, express our hope that the notice we have taken of this subject will have the beneficial effect of inducing the exercise of greater forbearance and a more just consideration on the part of our Civil Servants towards the useful and deserving class of men placed in subordination to them. With respect to the most important class of those men, namely those receiving salaries of above Rs. 10 a month, and to some of whom, under certain restrictions pensions are granted upon retirement, we think that you might issue instructions that you should be kept advised of the dismissal of all individuals composing that class and of the causes of their dismissal. This would afford an opportunity for enquiry into cases in which the cause might appear unsatisfactory or questionable which does not at present exist. Should any instances unfortunately occur to disappoint the expectation, which we have expressed, that greater forbearance and justice will be exercised towards the Native Servants, we desire to be invariably informed of them, whether they shall occur in the class above referred to or in any other, and we shall feel it to be our duty to visit such conduct with the expression of our severe displeasure.

Miscellaneous.

When a servant of Government is committed to prison, either for debt or on a criminal charge, he should be considered as under suspension from the date of his arrest, and not allowed to draw any pay until the termination of the proceedings against him, when an adjustment of his allowances will be made according to the circumstances of the case, the full amount being given only in the event of the officer being acquitted of blame, or (if the imprisonment was for debt) of its being proved that the officer's liability arose from circumstances beyond his control.

Extract from Despatch from the Secretary of State, No. 80 *of* 1859, *dated the* 22*nd December. (Circular in the Home Department, dated 6th February* 1860.*)*

Whenever a Government official is judicially convicted of any offence, a copy of the decision should be sent to the Head of the Department in which he is employed, in order that such action in the case, as may be deemed proper, may be taken at once. *(Circular in the Home Department, dated 7th August* 1868.*)*

A Public Servant arrested for debt or having recourse to the Insolvent Court, will be deemed to have forfeited his appointment, unless it can be proved that his embarrasment was the result of unforeseen misfortune or of circumstances over which he could have no control. This rule should be strictly observed, and every case should be reported to Government with a copy of the Schedule filed in the Insolvent Court when recourse is had to that Court. *(Home Department, dated 12th January* 1856 *and No.* 300, *dated 8th February* 1880.*)*

The Governor General in Council has recently had under consideration a case in which a Public Officer, the Head of a Department, in granting a certificate to one of his subordinates, suppressed the true reason for which the subordinate had been removed from his appointment. Such an omission may obviously be injurious to the interests of the Public Service. I am therefore directed to draw attention to the subject, and to request the issue of orders to all Public officers, warning them to be careful, in giving certificates to their subordinates, to state the whole truth in respect of character and cause of dismissal or resignation of appointment. *(Circular, Home Department, dated 15th June* 1869.*)*

No officer of the Financial Department shall accept any fee or remuneration for auditing accounts, or for any other work, save with the express consent of the Governor General in Council. *(Civil Account Code Section* 6, *Chapter* 74.*)*

PART II.

RULES

RELATING TO

TRAVELLING ALLOWANCES.

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RULES RELATING TO TRAVELLING ALLOWANCES.

CHAPTER I.

GENERAL RULES.

General principles & definitions.

TRAVELLING allowances are given to an officer to cover the expenses incurred by him for travelling in the interests of the public service.

2. The daily allowance of a public officer is sometimes erroneously called "tentage." As this causes confusion, the word "tentage" should, in future, be restricted to an allowance made to an officer to provide tents, and not to any form of travelling allowance. —(*G. I. F. D. No.* 44, *dated 4th May* 1876.)

The batta of a ministerial officer is $\frac{3}{10}$ths of his salary, and not his pay.—(*G. I. F. D. No.* 1916, *dated 26th March* 1874.)

[*N. B.*—Salary includes the substantive pay and the acting allowance of an officer.]

3. Travelling allowances cannot be drawn on leave of any description.—(*G. I. F. D. No.* 1480, *dated 12th March* 1869.)

4. In applying any rule which forbids the grant of travelling allowance in two forms for the same day, the day shall, in the absence of an order of the Government of India to the contrary, be held to be 24 consecutive hours.—(*G. I. F. D. No.* 2642, *dated 4th September* 1880.)

5. When a public officer travelling on duty is provided with the means of locomotion at the expense of the State, he is not, in the absence of a general or special order of the Government of India to the contrary, entitled to any travelling allowance, unless he actually incurs any personal travelling expenses, *i.e.*, for locomotion for himself, and his servants and personal luggage, in which case he may be reimbursed the sum actually expended, not exceeding half the daily allowance ordinarily admissible to him.—(*G. I. F. D. No.* 1255, *dated* 20*th June* 1879.)

6. Local Governments and Administrations and Heads of Departments are empowered to grant on special and temporary occasions, special travelling allowances in excess of those admissible by rule. Under permanent and recurring circumstances, an appropriate rule should be submitted to the Government of India for sanction. The allowances should not exceed the cost of actual locomotion of the officer, and a reasonable following of personal attendants, and the grant of them should not have the weight of a rule or precedent; they should conform, as nearly as possible, to the principles of the general rules, and need not be in contravention of any rule. Accountants General should be consulted before the allowances are fixed, and on their representation cases should be referred to the Government of India for orders. No fixed powers of legislation in these matters are intended to be given to Local Governments, who are merely expected to act as agents of the Government of India anticipating their decision in cases as they arise.—(*G. I. F. D. No.* 8302, *dated* 15*th October* 1879.)

SECTION I.

Fixed travelling allowances.

1. The fixed travelling allowance granted to officers is drawn like their salary, whether the officer travels or not, and is intended to cover all incidental personal expenses of all kinds connected with their travelling on duty, and no other travelling allowance should be passed

to officers in receipt of fixed travelling allowances, except on transfer, and in cases mentioned in paragraphs numbered 2, 3, 50 and 52.

[NOTE.—(*a.*) Officers in transit from one appointment to another, if the mileage rate be drawn, and officers on leave of any description are not entitled to draw any fixed travelling allowance.

(*b.*) An officer placed in charge of the current duties of an office is not entitled to any fixed travelling, tentage, or local allowances attached to the office, except under the special orders of the Local Government.—(*G. I. F. D. No.* 2481, *dated* 10*th August* 1877.)

(*c.*) The fixed travelling allowance of covenanted civil servants is exempt from the 4 per cent. annuity fund deduction.—(*G. I. F. D. No.* 1227, *dated* 16*th June* 1877.)

2. Whenever the actual personal fare including freight of personal baggage only, paid by any officer in receipt of a fixed monthly or daily travelling allowance for a duly authorized journey on public duty by rail, steamer, or other public conveyance, exceeds the amount of his fixed travelling allowance for the day on which the journey is made, he may for that day draw, in lieu of his fixed allowances, the travelling allowance to which he would have been entitled, if he had no fixed travelling allowance. The words "public conveyance" in this rule do not include a palanquin, carriage, boat, or other conveyance hired for the special use of the officer, but mean a conveyance which plies regularly for the conveyance of passengers on the journey for which the charge is made. These orders do not affect the numerous cases in which officers are entitled to convert a daily allowance to mileage.—(*G. I. F. D. No.* 885, *dated* 20*th February* 1880.)

3. A Local Government has power to grant travelling allowances at the usual rates to an officer called on duty beyond the limits of his jurisdiction, and such a grant is not such an increase of expenditure as to require the confirmation of the Government of India; but an officer in receipt of fixed travelling allowance cannot be allowed to draw any other travelling allowance, unless his fixed travelling allowance be relinquished for the whole of his absence.—(*Civil Account Code, Chap.* 2, *paragraph IV.*)

SECTION II.

Variable travelling allowances.

1. No travelling allowance is admissible to a public servant for a journey to a place not more than 5 miles distant from his head-quarters.—*(G. I. F. D. No.* 929, *dated 5th February* 1874.*)* This rule applies to all kinds of travelling allowance, with the exception of that allowed to Chaplains under Rule III of Financial Department No. 1653, dated 7th August 1868, permanent contract travelling allowances, and the allowances mentioned in Financial Department No. 1071, dated 31st May 1875, and is based upon the fact that the journey of an officer, to a place distant not more than 5 miles from his head-quarters, is not long enough to entail any appreciable extra expense. No halting allowance is admissible to an officer for a halt within a radius of 5 miles from his head-quarters.—*(G. I. F. D. No.* 4347, *dated 27th October* 1875.*)*

2. When travelling allowance is drawn by any public officer on leaving his station, the point from which distance is reckoned shall be the chief public office at the station, or any other point at the station which may be fixed for the purpose by the Local Government. —*(G. I. F. D. No.* 1869, *dated 19th March* 1874.*)*

[NOTE.—Travelling allowance reckoned from the residence of an officer is inadmissible. Officers are not allowed to charge travelling allowance from their residence, but from a central point fixed for the purpose by the Local Government.—(*G. I. H. D. No.* 161, *dated 7th May* 1875).]

3. In calculating travelling allowance at mileage rates, fractions of a mile should be omitted from the calculation.—*(G. I. F. D. No.* 3399, *dated 27th September* 1877.*)*

[NOTE.—This rule applies to travelling allowance for journeys by railway, as well as for other journeys, but mileage should not be allowed, only for any fraction in the total of a bill.—(*G. I. F. D. No.* 2863, *dated 20th September* 1879).]

4. For the purpose of calculating travelling allowance, the distance between two stations shall be held to be the length of the shortest of two or more practicable

routes, or the cheapest of such routes as may be equally short, and the shortest route is that by which the traveller can most easily reach his destination by the ordinary mode of travelling.—(*G. I. F. D. No.* 820, *dated* 12*th May* 1875.)

[NOTE.—Local Governments are empowered to relax, in particular cases and subject to any appropriate conditions, the above rule.—(*G. I. F. D. No.* 3725, *dated* 8*th November* 1879).]

5. An officer, who draws travelling allowance at 8 annas a mile by dâk, is permitted to charge 3 annas a mile by rail; if 4 annas a mile by dâk, then 1½ annas a mile by rail.—(*G. I. F. D. No.* 9882, *dated* 17*th November* 1859.)

(a.)—Travelling by railway.

6. When travelling by State railways, an officer shall draw, in lieu of the mileage rate at 3 annas a mile, double first class fare, and in lieu of the mileage rate at 1½ annas a mile, double 2nd class fare.—(*G. I. F. D. No.* 2305, *dated* 23*rd July* 1875.)

7. The rules regarding the allowances of public officers for journeys by railway shall apply to journeys by steam tramways, save that officers who, under such rules are entitled to travelling allowance at mileage rates, shall be permitted to draw in lieu thereof the allowances shown below :—

In lieu of mileage of 3 annas—double 1st class fare.
Ditto Ditto 1½ annas—double 2nd class fare.

—(*G. I. F. D. No.* 1029, *dated* 10*th June* 1881.)

8. When a public officer travels by railway under circumstances entitling him to travelling allowance by distance, and is required to pay for a distance in excess of that over which he travels, the amount paid by him for the excess distance shall be reimbursed to him.—(*G. I. F. D. No.* 29, *dated* 6*th January* 1876.)

9. No public officer shall use a free pass for travelling on any railway, State or Guaranteed, except when he is travelling on the public service.

A public officer travelling on any railway, State or Guaranteed, under a free pass, must deduct from travel-

ling allowance, to which he would otherwise be entitled, the fare which, but for his free pass, he would have paid.—*(G. I. F. D. No.* 1292, *dated* 19*th June* 1880.*)*

10. An officer appointed hereafter to any office, whether on joining the public service, or on substantive promotion, shall for journeys by rail, in lieu of the travelling allowance at the mileage rate prescribed for the holders of such office, draws the allowances as shown below :—

In lieu of a mileage of 3 annas—double 1st class fare.
Ditto Ditto 1½ annas—double 2nd class fare.

—*(G. I. F. D. No.* 3774, *dated* 20*th November* 1880.*)*

11. The following travelling allowances are sanctioned for ministerial and menial officers when required to travel on duty by railway :—*(G. I. F. D. No.* 387, *dated* 30*th April* 1879.*)*

Officers in superior service.

(*a*) At the option of the officer, in lieu of any daily or monthly travelling allowance to which he is entitled, if salary be not less than Rs. 50, 2nd class fare ; otherwise, intermediate class fare, or if there be no intermediate class accommodation in the train by which he is required to travel, 2nd class fare.

Officers in inferior service.

In addition to any daily or monthly travelling allowance to which he may be otherwise entitled, 3rd class fare.

(*b*) If the journey involves the absence of the officer from his head-quarters, or standing camp for one or more nights, so that presumably it becomes necessary to carry with him servants and baggage, double the fare to which he would otherwise be entitled may, at the discretion of his superior officer, be granted to him.

(*c*) An officer in superior service may not, except as provided in clause *(d)*, charge railway fare for any day for which he receives daily or monthly travelling allowance.

(*d*) If an officer in superior service is required to travel on one day partly by railway and partly otherwise, or to make a railway journey in the course of another journey, or of a tour, then, at the discretion of his superior officer, he may be reimbursed his actual expenses not exceeding on the whole the amount to which he would be entitled under clause (*a*) or (*b*) added to the amount to which he would otherwise be entitled, for the period occupied by the journey by railway, as daily or monthly (contract) travelling allowance.

12. When an officer travels by rail in an inferior class to that in which he is entitled to be accommodated, it is not open to him to draw mileage or railway fare in his proper class, unless his actual expenses for himself, family, servants and luggage for the railway journey amounted to not less than the amount of regulated mileage or fare. Accordingly every officer drawing railway mileage or railway fare shall attach to his bill one or other of the following certificates at his option :—

"I certify that I travelled on this journey by the first class or, as the case may be, first or second class."

or

"I certify that I paid not less than the amount here charged in railway fares for myself, my family, my servants and my personal luggage.—(*G. I. F. D. No.* 1497, *dated* 28*th March* 1879.)

[NOTE.—An officer furnishing the 2nd certificate is entitled to draw the amount of the charges so certified, provided that they do not exceed the amount of travelling allowance to which he would have been entitled, if he had travelled in the class to which he is entitled to accommodation.—(*G. I. F. D. No.* 258, *dated* 21*st January* 1880.)

(*b*) *Travelling by road.*

13. An officer who draws travelling allowance at mileage or daily rates is not permitted to charge Government for ferry tolls.—(*G. I. F. D. No.* 3601, *dated* 16*th September* 1871.)

14. Ministerial officers should either ride or walk in ordinary marches, and are ordinarily not entitled to travelling allowance by road at mileage rates, but to an allowance of $\frac{3}{10}$ths of their salary when accompanying

their superiors on tour:—(*G. I. F. D. No.* 2126, *dated* 21*st August* 1872). But when travelling on public purposes by dâk, or at a more rapid rate than 3 miles an hour, they are entitled to actual expenses up to a maximum of 4 annas a mile.—(*G. I. F. D. No.* 3173, *dated* 30*th September* 1872.)

[NOTE.—A certificate in the following form should be attached to the travelling allowance bills of ministerial officer :—(*G. I. F. D. No.* 828, *dated* 24*th February* 1881.) ["Certified that the officer named in the bill has been authorised for public reasons to travel by dâk or cart, or boat, as the case may be."]

(c) *Travelling by sea or river.*

15. The following are the rules for the grant of travelling allowance to officers in civil employ for journeys by sea or river :—(*G. I. F. D. No.* 2112, *dated* 7*th August* 1880, *and No.* 613, *dated* 16*th February* 1881) :

I. A free passage, or refund of passage-money, may be granted at the following rates to a public servant in the Civil Department, when travelling by sea or in a river steamer, if he would be entitled to draw travelling allowance if he were travelling on land.

II. For the purposes of these rules, Marine officers include—

(1.) Officers of the Marine Department holding appointments afloat or in dockyards, but not port officers, and are divided into four grades—

1*st*, Commanders of Vessels and Superintendents of Marine ;

2*nd*, Other executive officers, gazetted clerks, and engineers ;

3*rd*, Warrant officers, non-gazetted clerks, gunners, and European employés ;

4*th*, All others.

(2.) Officers in civil employ are divided into three classes—

1st, Covenanted Civil Servants, commissioned military officers, the Port officers mentioned in the margin, marine officers of the first and second grades, and other uncovenanted officers with rank not lower than that of Extra Assistant Commissioner, Deputy Magistrate, or Deputy Collector, or with salary not less than Rs. 200 a month.

The Port Officers of Calcutta, Madras, Bombay, Rangoon, Karachi, Aden, Akyab, and Moulmein.
The Deputy Port Officers at Calcutta and Madras.
The first Assistant Port Officers at Calcutta, Madras, and Bombay.
The second Assistant Port Officer at Madras.
The Conservator, river Indus.

2nd, Marine officers of the 3rd grade, warrant officers, non-commissioned military officers, European soldiers, and uncovenanted servants in superior service as defined in the Civil Pension Code, with the exception (1) of those included in the first class, and (2) of those on monthly salaries of less than Rs. 30, who ought, in the opinion of the heads of their offices, to belong to the 3rd class.

3rd, All other officers.

III. An officer of the first class is entitled—

(*a*) to free passage for himself or refund of passage-money at first class rates;

(*b*) to free passage or refund of passage-money at lowest class rates for two, or if his salary is not less than Rs. 1,000 for three servants;

(*c*) to the freight of such horses and tents as he would have been entitled to carry at the public expense had he been travelling by railway.

IV. An officer of the second class is entitled to—

(*a*) a free passage for himself, or refund of passage-money at middle or second class rates;

(*b*) a free passage, or refund of passage-money at lowest class rates for one servant.

V. An officer of the third class is entitled to—

(*a*) a free passage for himself, or refund of passage-money at lowest or third class rates.

VI. Except as provided in Rule III (c), no more personal luggage can be carried at the expense of the State by an officer, than the quantity, the freight on which by custom is included in the charge for passage.

VII. If board is provided on the vessel either by its owners or its commanders, table-money is recovered from an officer of the first class at the following rates, for every day on which dinner is provided for him on board:

(*a*) If the board includes wines and liquors, three-twentieths of salary up to a maximum of Rs. 8:

(*b*) If the board does not include wines and liquors three-fortieths of salary up to a maximum of Rs. 4:

Provided that—

(1.) Table-money shall not be recovered from a native of India, compelled by caste or other scruples to make separate arrangements for his board.

(2.) An uncovenanted medical officer travelling between Calcutta and Port Blair in charge of convicts, is entitled to a free mess not including wine or beer.

(3.) A Marine Officer, travelling on an Indian Government vessel, will join the mess and pay the usual contribution.

(4.) A Marine officer who is entitled to free rations, and is proceeding from one appointment to another, in both of which he is messed, will, if the charge for messing is included in the charge for passage, be allowed a free mess. If the messing is a separate charge, he will be reimbursed his actual messing expenses (exclusive of wines and beer) up to a limit of Rs. 4 a day.

VIII. Table-money is not recovered from officers of the second and third classes. If such an officer makes his own arrangements for messing, he is entitled to table-money at

the rate of three-tenths of salary, but not exceeding Rs. 3, and not less than 4 annas for every day on which he dines on board :

Provided that—

(*a*) A second class passenger is not entitled to be supplied at the public expense with first class mess, *i. e.*, with mess at the commander's table, unless no other mess is provided on the steamer :

(*b*) A Port Officer on detached duty, or a Warrant Medical Officer sent from Calcutta to Port Blair in charge of convicts during his voyage to, or from, Port Blair is not entitled to wine or beer :

IX. The families of officers of the second class are conveyed at the public expense. Table-money under Rule VIII will be paid at full rates for those members of the family of such an officer who are not less than six years of age, and at half rates for other members, but a passage will not be provided for more servants than the officer may take with himself under these rules when travelling alone :

X. Rules I to VI do not apply to an officer travelling, otherwise than on payment of passage-money, in any vessel the cost of which is borne from imperial, provincial, or local funds. Such an officer is not, without the special sanction of the Government of India, entitled to any travelling allowance, unless he can certify that he has, during the voyage, incurred actual personal travelling expenses, in which case he may recover the actual sum which he has so incurred, not exceeding the amount of the daily or monthly travelling allowance to which he would have been entitled for the period of the voyage if, during that period, he had travelled by land.

[NOTE.—The above rules are not applicable to journeys by boat.

2. Chaplains fall under the category of "civil officers of the 1st class."—(*G. I. F. D. No.* 3699, *dated* 15*th November* 1880.)

3. The above orders apply to an officer crossing a river by steamer in the course of his journey.—(*G. I. F. D. No.* 1291, *dated* 22*nd March* 1881.)]

16. *Messing.*—In supersession of Marine Notification No. 9 of 11th May 1877, the Right Honourable the Governor General in Council is pleased to notify the following rates of table-money payable for the entertainment of high functionaries, their suites, &c., on board Indian Government vessels.—(*Marine Department No.* 35, *dated* 25*th June* 1880.)

The rates are intended to cover all charges for messing including wine, &c.—

Class.	Passengers.	ALLOWANCE PER DIEM.			
		For Males.	For Females.	FOR CHILDREN OF BOTH SEXES.	
				Between 7 and 16 years.	Under 7 years.
	Captain's table.	Rs.	Rs.	Rs.	Rs.
I	Viceroy and Governor General of India.	68 for the first 7 days 14 afterwards ..	9 0 0	5 0 0	4 0 0
	Each individual composing the suite.	14 for every day ..			
II	Governors and Commanders-in-Chief.	45 for the first 7 days 12 afterwards.			
	Each Member of their suite.	12 for every day.			
III (a)	Lieutenant-Governors and Bishops.	34 for the first 7 days 12 afterwards ..	8 0 0	4 0 0	3 0 0
	Each Member of their suite.	12 for every day ..			
(b)	Members of Council, Chief Commissioners; General Officers, Political Residents, and Secretaries to Government.	34 for the first 7 days 12 afterwards ..			
IV	Political Agents ..	12 for the first 14 days 8 afterwards ..			

NOTE.—The above rates will be allowed for officers under class IV only when embarking under special circumstances. When travelling as ordinary passengers, the rates laid down in G.G. O. No. 35 of 25th June 1880 will be allowed.

(2.) When the Viceroy, a Governor, or Commander-in-Chief proceeds in a ship on a tour which requires him

to disembark at various ports, the higher rate a day will, in general, only be paid for the seven days' entertainment following his first embarkation. If there are special reasons for repeating this payment, the officer in command of the vessel may represent the circumstance to the official entertained for consideration, and, if subsequently necessary, to the Government of India in the Marine Department.

(3.) When more than one distinguished person is embarked at the same time, the person of the highest rank is to be paid for according to the scale, and the other or others only at the rate of Rs. 14 or Rs. 12 a day per head, as the case may be.

(4.) The periods for which the rates are to be paid shall commence on the day on which the first, and shall terminate on that on which the last, dinner is taken on board.

(5.) Should a passenger, for whom provision is made under competent authority, not embark, or having embarked subsequently disembark, or be transferred to another ship, the mess will be entitled to half the allowance, to cover the expenses incurred in making the necessary preparations. No deduction is to be made from the allowance for the time passengers may land at intermediate places for their own pleasure.

(6.) When any official is ordered a passage, the officer commanding the vessel will inform such passenger of the rate authorised for his entertainment, and arrange for payment of the amount before the passenger leaves the ship, if possible, or upon his certificate, by the Indian Government treasury at the port of disembarkation, or at the nearest chief port, as the case may be.

(7.) Should the passenger not be satisfied with the statement of the commander of the vessel as to the class in the scale under which he is required to pay, the matter is to be at once referred to the authority ordering the passage. In the event of the latter officer agreeing with the passenger, the rate specified by the commander of the vessel should be paid, and the circumstances reported to the Government of India in the Marine Department.

(8.) Civil and Military Officers will be liable to deduction for messing under existing rules—

No. 35.—" In continuation of Marine Notification No. 34 of the 25th June 1880, the Right Honourable the Governor General in Council is pleased to rule that the following rates of table-money shall be payable to commanders of all Indian Government vessels for the entertainment, on board such vessels, of British commissioned officers and of civil officers, with rank not lower than that of Deputy Magistrate, Deputy Collector, or Extra Assistant Commissioner, together with their families and servants, when such officers travel as ordinary passengers, and not under the special rules laid down in the above order:

	Rs.	A.	P.	
Officer (Civil or Military) ...	4	0	0	per diem.
Lady or female child of 16 years and upwards	3	0	0	do.
Children of 2 and under 16 years of age	2	0	0	do.
Children under 2 years of age.	Free.			
European servants, male or female	2	0	0	per diem.
Native servants	0	3	0	do.

"2. The above rates are exclusive of the charges of liquors, &c. Officers will be liable to deduction for messing under existing rules."

[NOTE.—Peons travelling on public duty, and provided with a free passage on a Government vessel, shall be messed by the sarang of the vessel, at a rate of charge to be fixed by the Government of India in the Marine Department. (The rate is fixed at 4 annas a day per head.) *(G. I. F. D. No.* 4715, *dated* 31*st July* 1874.)]

17. Messing (Marine Department G. G. O. No. 71 of 1878). The following scale of Table-money is payable by the Indian Government for the entertainment of its Officers and their families on board Her Majesty's Ships of War employed in the Indian Seas :—

Class.	Passengers.	ALLOWANCE PER DIEM. For Males.	For Females.	For children of both sexes. Between 16 and 7 years.	For children of both sexes. Under 7 years.
	Captain's Table.	£ s. d.	s. d.	s. d.	s. d.
I	Viceroy and Governor General of India ...	6 0 0 for the first 7 days 1 5 0 afterwards ...	16 8	8 4	6 3
	Each individual composing the suite ...	1 5 0 for every day ...			
II	Governors and Commanders-in-Chief ...	4 0 0 for the first 7 days 1 1 0 afterwards ...			
	Each member of their suite	1 1 0 for every day ...			
III	Lieutenant-Governors and Bishops	3 0 0 for the first 7 days 1 1 0 afterwards ...	14 0	7 0	5 3
	Each member of their suite	1 1 0 for every day ...			
IV	Members of Council, Commissioners, Political Residents, and Secretaries to Government..	3 0 0 for the first 7 days 1 1 0 afterwards ...			
	General Officers, Deputy and Assistant Secretaries to Government, and Political Agents	1 1 0 for the first 14 days 0 15 0 afterwards ...			

Class.	Passengers.	ALLOWANCE PER DIEM. For Males.	For Females.	For children of both sexes. Between 16 and 7 years.	Under 7 years.
		£ s. d.	s. d.	s. d.	s. d.
V	Field Officers on the staff, Colonels, Lieutenant-Colonels, and Officers of the Civil Departments of the army of the rank of General Officer, and also Civil Officers of equal rank in India	0 15 0 for every day ...	10 0	5 0	3 9
VI	Majors not on the staff, and officers junior in rank to Field Officers when not able to be received at the ward-room mess.	0 12 0 for the first 14 days	8 0	4 0	3 0
		0 9 0 afterwards ...	6 0	3 0	2 3
	Ward-room mess.				
VII	Majors not on the staff, Military Officers junior in rank to Field Officers and Officers of the Civil Departments of the Army under the rank of General Officer, and also Civil Officers of equal rank in India	0 9 0 for every day ...	6 0	3 0	2 3
	Gun-room mess.				
VIII	Military Officers when messed	0 6 0 for every day ...	...	...	...
	Other individuals on board	0 9 0 for the first 14 days	6 0	3 0	2 3
		0 6 0 afterwards ...	4 0	2 0	1 6

(*a*) When the Viceroy, a Governor, or Commander-in-Chief proceeds in a ship on a tour of inspection which requires him to disembark at various ports, the higher rate a day will, in general, only be paid for the seven days' entertainment following his first embarkation. If there are special reasons for repeating this payment, the Captain or Officer in command of the vessel may represent the circumstance in the first instance to the official entertained for consideration, and if subsequently necessary to the Admiralty.

(*b*) When more than one distinguished person is embarked at the same time, the person of the highest rank is to be paid for according to the scale, and the other or others only at the rate of £1-5 or £1-1 a day per head, as the case may be.

(*c*) When persons ordered passages shall prefer to join an inferior mess to that to which they are entitled to join by their rank, they will be permitted to do so. If a person entitled to be entertained at one table should, by personal invitation or favor, be received at a superior table, no additional allowance will be required for his entertainment; if the change be to an inferior table, such charge only will be made as would be payable for a person of the proper rank for entertainment at such inferior table.

(*d*) The Captain's table includes the table of a Flag Officer or a Commodore, should there be one on board, and also the table of a Commander in the actual command of a ship. The ward-room is to be understood as including also the table of a Lieutenant or of a Navigating Officer in actual command.

(*e*) When a person entitled to mess at a Captain's table (scale I to VI) is entertained by a Lieutenant or Navigating Officer in command, such person is to be paid for as if entertained at a Captain's table.

(*f*) The sums specified in the scale include provision for a reasonable number of servants, and for extra expenses of every kind, except bedding and such fittings as a dockyard may be ordered to furnish.

(*g*) The periods for which the rates are to be paid shall commence on the day on which the first, and

shall terminate on that on which the last, dinner is taken on board.

(h) Should a passenger, for whom provision is made under competent authority, not embark, or having embarked subsequently disembark, or be transferred to another ship, the mess will be entitled to half the allowance to cover the expenses incurred in making the necessary preparations. No deduction is to be made from the allowance for the time passengers may land at intermediate places for their own pleasure.

(i) When any official is ordered a passage, the Accountant Officer of the vessel will, under the orders of the Captain or Officer Commanding, inform such passenger of the rate authorized for his entertainment, and arrange for payment of the amount before the passenger leaves the ship, if possible, or upon his certificate by the Indian Government Treasury at the port of disembarkation or at the nearest chief port, as the case may be.

(j) Should the passenger not be satisfied with the statement of the Accountant Officer as to the class in the scale under which he is required to pay, the matter is to be at once referred to the authority ordering the passage. In the event of the latter officer agreeing with the passenger, the rate specified by the Accountant Officer should be paid and the circumstance reported to the Government of India.

(k) When payments are made in Indian currency, they should be at the rate of exchange annually fixed by the Secretary of State for the adjustment of transactions between the Home and Indian Governments.

(l) Civil and Military officers will be liable to deduction for messing under existing rules.

[NOTE.—For revised chapter of the Queen's Regulations and Admiralty Instructions relating to these allowances, see *G. I. F. D. No.* 2780, *dated 7th September* 1878.]

18. The Superintendent of Port Blair when cruising on board the station steamer travels in his capacity of Superintendent or Chief Commissioner, and the amount that is payble by Government to the commander of the steamer on account of his messing under general orders

of the Marine Department No. 35, dated 25th June 1880, is Rs. 4 a day, Rs. 4 a day being recovered from him under Rule VII of the rules in Financial Department No. 2112, dated 7th August 1880.—(*G. I. F. D. No.* 3861, *dated* 15*th December* 1880.)

19. So long as there is no Government vessel available at Port Blair, free persons whose presence in the settlement is considered objectionable, and who have not the means of paying for their passages to India, may be sent thither by private vessels at the Government expense.—(*G. I. F. D. No.* 10, *dated* 30*th June* 1871.)

(*d.*) *Travelling on transfer.*

20. An officer transferred from one station to another at his own request, although such transfer may not involve promotion, is not entitled to travelling allowance. —(*G. I. F. D. No.* 5094, *dated* 10*th September* 1858.)

21. An officer transferred from one station to another on substantive promotion is not entitled to travelling allowance.—(*G. I. F. D. No.* 5093, *dated* 10*th September* 1858.) But an officer proceeding to join only an acting appointment is entitled to travelling allowance, both on going from, and returning to, his substantive appointment, whether he applied for the promotion or not.—(*G. I. F. D. No.* 1220, *dated* 8*th February* 1862.)

22. The above rule prohibiting the grant of travelling allowance to a public officer transferred from one appointment to another, when the transfer is accompanied by promotion does not apply if the salary of the officer, when he is transferred, is not more than Rs. 400, and the immediate addition to it, in consequence of the transfer is not more than Rs. 50.—(*G. I. F. D. No.* 423, *dated* 10*th May* 1878.)

23. When a public officer is transferred, without promotion from one office to another at a different station, a copy of the order transferring him shall be sent to the Accountant General of the Province where he is serving with an endorsement stating that the transfer has been ordered on public grounds, and not at the request of the officer, or that the transfer had been made at that officer's request.—(*G. I. F. D. No.* 6076, *dated* 8*th October* 1874.)

24. An uncovenanted officer, proceeding from one appointment in the public service to another, is not entitled to travelling allowance, unless he is permitted to draw pay or acting allowance for the period of transit. —(*G. I. F. D. No.* 1397, *dated* 27*th March* 1880.)

25. If an officer, while absent from duty on privilege or examination leave, be transferred to a new station, he may draw travelling allowance for the journey direct from the place in India, where the order reaches him, to his own station at the rate (if any) to which he would have been entitled, if he had been on duty, provided that the allowance thus drawn shall not exceed the total sum which he might have charged for the journey direct from his old station to his new one.—(*G. I. F. D. No.* 451, *dated* 11*th May* 1877.)

26. If an officer on his way to join a station takes leave before joining that station, he draws travelling allowance, provided that he could have claimed it had no leave been granted to him.—(*G. I. F. D. No.* 11, *dated* 4*th January* 1870.)

27. An officer of one class appointed to officiate for another of a higher class, cannot draw a higher rate of travelling allowance, while in transit to join his acting appointment, than that to which he is entitled in his own class.—(*G. I. F. D. No.* 716, *dated* 29*th January* 1870.)

[NOTE.—But the travelling allowance of a non-gazetted officer for joining a gazetted office to which he is appointed shall be that which he would draw if he were a gazetted officer.—(*G. I. F. D. No.* 3493, *dated* 20*th October* 1876.)]

28. An officer of the civil administration reduced a grade as a punishment and transferred to another station is entitled to travelling allowance.—(*G. I. F. D. No.* 3685, *dated* 8*th December* 1870.)

29. Covenanted civilians, Military officers in civil employ and Covenanted Medical officers draw travelling allowance, on transfer from one appointment to another, at 8 annas a mile by dâk and 3 annas a mile by rail. Deputy Commissioners and Assistant Commissioners, even when they belong to the uncovenanted service, Police officers whether covenanted or uncovenanted not below the rank of Assistant District Superinten-

dent of Police, uncovenanted Medical officers, Educational officers of the graded classes, and officers of the Financial Department draw at the same rate.

30. Uncovenanted officers on transfer from one appointment to another draw travelling allowance at 4 annas a mile by dâk and 1½ annas a mile by rail.

31. But an uncovenanted officer transferred from one appointment to another in the same or another province, under circumstances entitling him to travelling allowance, is entitled to draw at the mileage rate for rapid journeys on the duties of the appointment from which transferred. When, as in the Bombay Presidency, a permanent travelling allowance, of not more than Rs. 150 a month, is attached to the appointment from which transferred, the rate admissible is 8 annas a mile by road and 3 annas a mile by rail. Rules for travelling allowance to Hospital Assistants, Native Doctors and any classes for whom there are no mileage rates for journeys within their districts are not affected by this order.—(*G. I. F. D. No* 1680, *dated* 11*th March* 1874) The mileage admissible will often be less than, but will never exceed 8 annas a mile by road and 3 annas a mile by rail.—(*G. I. F. D. No.* 2535, *dated* 18*th April* 1874.)

32. The allowances of ministerial officers, when transferred from one appointment to another by rail, are laid down in Government of India No. 387, dated 30th April 1879, and by road actual expenses up to a maximum of 4 annas a mile.—(*G. I. F. D. No.* 2535, *dated* 18*th April* 1874.)

(e.) Travelling allowance to join appointment.

33. It was decided by Financial Department No. 6302, dated 15th December 1863, that actual travelling allowances to join appointment for himself and suite should be reimbursed to a Governor or Commander-in-Chief appointed in India.—(*G. I. F. D. No.* 2061, *dated* 23*rd July* 1877.)

34. A newly appointed covenanted civilian, who reports his arrival in India at the seat of the Government to which he is attached, is allowed travelling allowance to the station to which he is first appointed.—(*G. I. F. D. No.* 929, *dated* 18*th June* 1872) But a newly

appointed covenanted civilian who is posted in England to Upper India, and reports himself to the Secretary to the Government of India in the Home Department, and the Secretary to the Government, North-Western Provinces, is entitled to travelling allowance from Allahabad to the capital of the province to which he may be attached, or to any out-station of the province to which he may be attached, or to any out-station of the province to which he may be posted before reporting himself at its capital.—(*G. I. F. D. No.* 2539, *dated* 30*th August* 1876.)

35. Whenever an absentee on furlough or other leave in Europe, who is directed to return to civil duty in India before the expiration of his leave, is allowed by the Secretary of State a free passage to any port in India, he may, with the sanction of the Government or Local Administration under which he is employed, be reimbursed the personal travelling expenses actually incurred by him in proceeding from that port to the station to which he may be first posted.—(*G. I. F. D. No.* 2206, *dated* 13*th August* 1878.)

36. Military officers, in civil employ, draw travelling allowance on joining a first appointment in the civil department, but not when they are transferred a second time from the Military to the Civil Department. —(*G. I. F. D. No.* 626, *dated* 30*th September* 1862.)

37. Uncovenanted officers, except where there are special rules in certain departments, do not receive travelling allowance for joining a first appointment. (*G. I. F. D No.* 9892, *dated* 17*th November* 1859.)

[NOTE—An uncovenanted officer proceeding to join a new appointment on re-employment after having been thrown out of employment by reduction of establishment is allowed travelling allowance.—*G. I. F. D. No.* 14206, *dated* 26*th November* 1861.]

38. When a pensioner is re-employed in active service, the Local Government may allow him travelling allowance for joining his appointment at the rate applicable to a public servant of his rank on transfer from one appointment to another.—(*G. I. F. D. No.* 3954, *dated* 22*nd November* 1879.)

39. A Chaplain appointed to the service, while he is in Europe, is entitled to travelling allowance at 8 annas

a mile from the metropolis of the Presidency to which he is attached to the first station to which he may be posted.—(*G. I. F. D. No.* 2403, *dated* 16*th August* 1878.) But a chaplain, who may receive out of Europe his nomination to Her Majesty's Indian service, is entitled to his personal travelling expenses to the station to which he may first be posted on appointment. (*G. I. F. D. No.* 2144, *dated* 21*st July* 1869.)

[NOTE.—The exceptions to the above rule are—

1. A chaplain on the Bengal establishment who is posted in England to Upper India, who comes out to India *viâ* Bombay, and who receives no orders at Bombay attaching him to any particular station, is entitled to travelling allowance at 8 annas a mile (reduced under the general rules in the case of journeys by rail) for the journeys from Allahabad to the station to which he may first be posted.

2. A chaplain who is on the Bombay establishment, and who is not posted to any station in Upper India, but who comes out to India *viâ* Bombay, may draw travelling allowance at 8 annas a mile (reduced under the general rule in the case of railway journeys) for the journey between Bombay and any station other than the Presidency town of the presidency to which he may receive orders to join direct at Bombay. The amount of such travelling allowance, however, is limited to the amount that would be admissible under the general rules for the journey to that station from the capital town of the presidency or province to which he is attached.—(*G. I. F. D. No.* 2403, *dated* 16*th August* 1878.)]

40. The Government of India agree to the grant, in future, to all subordinates entertained for service in Port Blair and the Nicobars of a free passage only to, and from, the settlements, on engagement and dismissal, on the distinct understanding that in each case the concession is certified by the Superintendent to be absolutely necessary.—(*G. I. F. D. No.* 346, *dated* 27*th December* 1878.)

41. An Assistant Surgeon in Bengal is entitled, for joining his first appointment in any province of the Bengal Presidency, to travelling allowance at 4 annas a mile, to be reduced as usual for journeys by railway.—(*G. I. F. D. No.* 668, *dated* 15th *February* 1879.)

42. No officer receives travelling allowance for joining a first appointment after furlough or special or ex-

traordinary leave.—(*G. I. F. D. No.* 334, *dated* 23*rd February* 1845.)

43. Native medical pupils are allowed a free passage or travelling allowance at the usual rates admissible to their class for journeys to, and from, the medical college, as well as for joining their first appointment after passing the preliminary examination.—(*G. I. F. D. No.* 1802, *dated* 8*th July* 1869),—and when a free passage cannot be provided they may be allowed their actual expenses within reasonable limits.—(*G. I. F. D. No.* 522, *dated* 25*th May* 1871.)

(*f.*) *Travelling on duty.*

44. An officer entitled to draw travelling allowance, while on duty in the interior of his district, may, at his option, draw either the mileage rate or the daily rate during the entire period of his absence from his head-quarters, but not both.—(*G. I. F. D. No.* 487, *dated* 15*th May* 1871.) An officer in camp is entitled to charge to Government the cost of carrying one office tent for himself, one tent for his native establishment while engaged in official work, one tent for his chuprassees, and one for his police guard, in cases where he is entitled to a guard. The carriage of private tents should, as at present, be paid for by the officer himself; and if the Government tents are used for private purposes, he should pay half the cost of carriage. The travelling allowance paid by Government to civil officers is intended to cover expenses of this character.—(*G. I. H. D. No.* 164, *dated* 22*nd December* 1869.)

45. Settlement officers shall draw only one-half of the ordinary travelling allowance when halting at one place beyond a fortnight or a month, according as their duties are confined to one district or more; and in submitting their bills for travelling allowance will particularise the places at which they halt during the month and the duration of such halt. (*G. I. F. D. No.* 1259, *dated* 20*th March* 1857.)

46. When a Gazetted Uncovenanted officer, for whom no scale of travelling allowance is sanctioned, is absent from his head-quarters on duty, he may draw travelling

allowance at 4 annas a mile.—(*G. I. F. D. No.* 1561, *dated* 17*th March* 1876.)

47. Except with the permission of the Local Government, which should only be given on public grounds, halting allowance may only be drawn when the halt is—

(*a*) on duty, or

(*b*) on an authorised holiday, and

(*c*) may not be drawn for more than ten days at one place, unless, in any case, a longer period is allowed by some general or special order of the Government of India.—(*G. I. F. D. No.* 1582, *dated* 30*th June* 1877.)

[NOTE.—The above order should be generally applied; ordinarily it should not be relaxed, except upon the ground that its enforcement would entail upon the officer affected greater expenses (for locomotion only) than are covered by the whole allowance for the journey in which the halt occurs.

Subject to this observation Local Governments and Administrations are authorized—

(1) to empower supervising officers to sanction relaxations of the rule in particular cases ; and

(2) to exempt particular classes of officers from its operation in cases where they consider it absolutely necessary; annexing, in either case, such conditions as may appear proper.—(*G. I. F. D. No.* 1185, *dated* 20*th June* 1879.)

2. The order limited the grant of halting allowance admissible under any circumstances to ten days, and did not extend to ten days any shorter period for which by existing orders such allowances were admissible, and consequently the order does not supersede, or in any way affect Financial Department No. 565, dated 31st January 1871, granting travelling allowance to Judges in charge of two or more Courts of Small Causes in Bengal for periods during which they are travelling on duty.—(*G. I. F. D. No.* 500, *dated* 22*nd May* 1879.)

3. The following rule for regulating in certain cases the deputation allowances of Deputy Magistrates and Deputy Collectors in Bengal, and which was extended by the Government of Bengal by Order No. 2777 T, dated 23rd September 1875, to the cases of Additional Munsiffs is approved by the Government of India. This will have the effect of exempting these officers from the operation of the ruling in Government of India No. 1582, dated 30th June 1877:—

"An officer away from his head-quarters on duty, which does not require constant marching about, will draw full travelling

allowance, according to the rules in force, for the first month of his halt at any one spot, and half the allowance for the second and third months. After the third month halting allowance will cease altogether."

4. The order is applicable to "Extra tentage" that obtains in the Madras Presidency, as it is simply travelling allowance under another name.—(*G. I. F. D. No.* 1124, *dated* 28*th February* 1878.) But the order is not applicable to the house allowance admissible to sub-divisional officers in Bengal under the Local Government's orders of 8th October 1868, as it is not a travelling allowance.—(*G. I. F. D. No.* 2618, *dated* 31*st August* 1878.)

48. The allowances of ministerial officers, when accompanying their superiors on duty, are those laid down in paragraphs 11 and 14.

49. Every officer, claiming travelling allowance for proceeding into the interior of his district on duty, should obtain on his bill the countersignature of the Commissioner of the Division, or of the Resident Agent, or other officer under whose superintendence the district to which he is attached may be placed.—(*G. I. F. D. No.* 13, *dated the* 10*th February* 1860.)—and a certificate should always be added that the officer was absent on public duty and is entitled to the charge.—(*G. I. F. D. No.* 1287*A*, *dated* 6*th December* 1862.)

(*g*) *Travelling allowance to attend examinations.*

50. Public servants in the Civil Department are entitled to travelling allowance, when required to leave their stations on account of examinations, attendance at which is compulsory, and not left to their option. Subject to the condition that travelling allowance is admissible for only two examinations by each standard, an examinee who is not in the receipt of a fixed travelling allowance shall draw mileage at the following rates for the journey to and from the place of the examination.

Covenanted civilians, Chaplains, Commissioned officers of the Army, Uncovenanted servants and Warrant and Non-commissioned officers of the Army holding appointments which are open to, and may in practice be held by, Covenanted civil servants or Commissioned military officers, draw at 8 annas a mile by dâk and 3 annas a mile

by rail. Other Uncovenanted servants and Warrant and Non-commissioned officers of the Army draw at 4 annas a mile by dâk and 1½ annas a mile by rail.

If it shall appear that a candidate has, obviously and culpably, neglected the duty of preparing himself for the examination during the period which has been available for the purpose, the Local Government may direct that the travelling allowance to which he would otherwise have been entitled shall be withheld or recovered from him. An examinee, who is in receipt of permanent travelling allowance, shall draw either that allowance for the period of his authorized absence from his station or the mileage admissible, but not both.—(*G. I. F. D. No.* 4425, *dated* 12*th December* 1872.)

51. Police officers, whether covenanted or uncovenanted, not below the rank of Assistant Superintendent of Police, when proceeding to attend at examinations with a title to travelling allowance, shall be allowed 8 annas a mile by dâk and 3 annas a mile by rail.—(*G. I. F. D. No.* 1033, *dated* 11*th July* 1872.)

52. A junior civil servant, who obtains a reward for proficiency in an Oriental language, is permitted to draw, in addition to the reward, travelling allowance at the usual rates for journeys exceeding 5 miles to and from the place of examination ; or, instead of this mileage allowance, he may, if in receipt of a fixed monthly district travelling allowance, draw the latter for the period of the leave granted to him before and after the examination. But military officers in civil employ, who receive rewards on the superior scale authorized for Military officers, cannot draw travelling allowance —(*Civil Account Code, paragraph* 7 (*c*), *Chapter II.*)

53. Members of the Subordinate Medical Department including Hospital Assistants, Hospital Apprentices, and Native Medical Pupils, proceeding to any station, other than their own, for the purpose of undergoing an examination for promotion to a higher grade will be entitled to a free passage to their destination and a free return passage, if the examination be successfully passed. If they fail to pass, however, they must defray the expenses of their passage back to the stations whence they

came. When necessitated to march, in the absence of any other mode of conveyance, these medical subordinates will be entitled to the field allowance and batta prescribed for their grades in G. G. O. No. 550 of 1868.—(*G. I. F. D. No.* 1561, *dated* 28*th February* 1872.)

[NOTE.—The rate of travelling allowance for Hospital Assistants employed in the Civil Department, when proceeding to attend departmental examinations, is 2 annas a mile by road and the accommodation sanctioned for ministerial officers in paragraph 11 by rail.—(*G. I. F. D. No.* 489, *dated* 25*th January* 1878.)]

54. When a Surgeon of the Indian Medical Service attached to the Civil Department, is required to attend the examination for promotion to the rank of Surgeon Major, under the provisions of G. G. O. No. 580, dated 4th June 1875, he is entitled to travelling allowance at 8 annas a mile by road and 3 annas a mile by rail, provided that he is not in receipt of a fixed travelling allowance. The travelling allowance is chargeable to Imperial or Provincial revenues to which the salary of the Surgeon is debited.—(*G. I. F. D. No.* 1968, *dated* 25*th March* 1878.)

(*h.*) *Travelling allowance on deputation to special duty.*

55. An officer may draw pay and allowances for any time that he may spend beyond the limits of his jurisdiction, with the sanction of the Government which he serves, and such sanction does not require the confirmation of the Government of India unless it involves extra expenditure chargeable to Imperial revenues.—(*Para* 4, *Chap.* 2 *of Civil Account Code.*)

56. Each Local Government, and each Department of the Government of India is competent to sanction the grant, to an officer deputed to serve on a commission of special enquiry assembled at a distance from his head-quarters, of deputation allowance equal to one-fifth of his salary, up to a maximum of Rs. 10 a day, for the entire period of his absence from head-quarters on such duty, in addition to actual travelling expenses.—(*G. I. F. D. No.* 206, *dated* 17*th January* 1879.)

57. The deputation allowance of an uncovenanted officer, deputed to a distance for a long period on special

duty, should not exceed Rs. 3 a day with travelling allowance.—(*G. I. F. D. No.* 457, *dated* 24*th January* 1878.)

[NOTE.—This order does not apply to cases for which the existing travelling allowance rules make provision, and does not therefore affect those rules.—(*G. I. F. D. No.* 2377, *dated* 23*rd August* 1878.)]

58. Local Governments and Agents, Governor General, for Rajpootana and Central India are empowered to grant a deputation allowance, not exceeding Rs. 10 a day, for periods of absence from their stations, besides actual travelling expenses, to officers subordinate to them deputed to attend upon Native Chiefs, or other distinguished personages on journeys. The Government of India will exercise this power in respect of officers not subordinate to any of the aforesaid authorities.—(*G. I. F D. No.* 1239, *dated* 27*th June* 1878.)

59. Examiners conducting pleadership and other examinations, summoned away from their head-quarters on duty, should be permitted to draw travelling allowance under the ordinary rules, and a deputation allowance of Rs. 10 for every night spent out of their respective stations. This order does not apply to the University examinations which are not ordered by Government, but are voluntary and are conducted by an independent body.—(*G. I. F. D. No.* 1576, *dated* 23*rd March* 1877.)

[NOTE.—The grant of travelling allowance to the Calcutta University Examiners has been discontinued by *G. I. F. D. No.* 101, *dated* 26*th April* 1870.]

(*i.*) *Travelling allowance in miscellaneous cases.*

60. A Lieutenant-Governor retiring from office and leaving India, shall be allowed a special carriage at the public expenses for his journey in India which he may perform by railway. The travelling allowances of the members of his family and suites will also be borne by the State.—(*G. I. F. D. No.* 70, *dated* 31*st March* 1874.)

61. A public officer, who is entitled to travelling allowance on a specified scale for travelling within his jurisdiction on the ordinary duties of his office, shall be

permitted to draw such travelling allowance for obeying a summons to attend a Chapter of the Star of India, and any other public officer summoned to attend such Chapter, shall be reimbursed his actual travelling allowances for the journey between his station and the place where the Chapter is held, on bills supported by declarations in the following terms :—(*G. I. F. D. No.* 1193, *dated* 29*th February* 1876.)

"I hereby certify that the amount above charged was actually expended by me for the journey from to and that it includes no charge for travelling expenses of any member of my family, or for hotels, dâk bungalows, refreshments, or for the carriage of stores."

62. When any public officer is compelled to leave his station, where there is no medical officer, to procure medical advice, he may draw travelling allowance at the ordinary rates to and from the station where the nearest civil medical officer is located. Bills for travelling allowance drawn under this rule must be countersigned by the medical officer consulted, who must certify that the journey was in his opinion absolutely necessary. The supervising officers must take care that no undue advantage is taken of this privilege. Halting allowance may not be drawn while the officer is at the medical officer's station, and if the absence of the sick officer from his station be prolonged, he should be required to take leave on medical certificate.—(*G. I. F. D. No.* 1457, *dated* 8*th March* 1877.)

63. A subaltern in civil employ is entitled to passage-money when proceeding to England on medical certificate, debitable to the Department from which he draws his furlough pay.—(*G. I. F. D No.* 5950, *dated* 30*th September* 1874.) But if the Military Department are able to find room for him, he may, in lieu of such passage-money, be provided with free passage for himself and family from Bombay to England in one of Her Majesty's troopships. In such case the officer is entitled also to free passage for himself and his family by railway to Bombay, under the rules in the Military Department applicable to subalterns in military employ. —(*G. I. F. D. No.* 2006, *dated* 9*th July* 1875.)

[NOTE.—Other officers, such as uncovenanted Medical Officers, who rank with subalterns when they belong to Her Majesty's Indian Service, are also entitled to the same privilege.]

64. When a public officer in civil employ is required by competent authority to leave his head-quarters, on behalf of Government in a Court-Martial, or in a suit in Civil Court, he shall receive travelling allowance to which he is entitled under the rules for travelling in the performance of the duties of his office.—(*G. I. F. D. No.* 3438, *dated* 18*th October* 1878.)

65. Subordinate Magistrates, travelling in connection with railway cases, are entitled to actual railway fares for themselves, in addition to their permanent travelling allowances, and for a clerk and peon, but they are not entitled to free railway passes.—(*G. I. H. R. A. D. No.* $\frac{18}{1332}$, *dated* 22*nd December* 1880.)

CHAPTER II.

*SPECIAL RULES.

SECTION I.

Passage and Outfit Allowances of the Viceroy and Governor General, Members of Council and certain other Officers.

1. The Viceroy and Governor General of India, and the other officers mentioned below are entitled by law, if residing in the United Kingdom at the time of their appointment, to the allowances shown against their designations to defray their passage and outfit expenses.—(*G. I. F. D. No.* 1523, *dated* 31*st March* 1880.)

1. Viceroy and Governor General	... £	3,500
2. Members of the Council of the Governor General ...	... „	800
3. Bishop of Calcutta ...	... „	800

Note.—The allowance of £ 500 for an Archdeacon will cease; because the appointment can only be given to Officers in the service, and there is no reason for placing one on furlough in a better condition than if he were in India.

2. The Chief Justice at Calcutta and Puisne Judges, if residing in the United Kingdom, at the time of appointment, are entitled to the passage and outfit allowances shown below—

Chief Justice	... £	1,000
Puisne Judge	... „	500

(*G. I. F. D. No.* 1523, *dated* 31*st March* 1880.)

3. To Officers appointed to the Forest, Educational, and Ecclesiastical Departments a free passage will be granted, but no outfit allowance.—(*G. I. F. D. No.* 1523, *dated* 31*st March* 1880.)

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* *Note.*—The special rules in this chapter relate, with a few exceptions, to Travelling Allowances of Public officers travelling in the circle of their duty.

SECTION II.

Political Department.

1. Officers in the Political Department are entitled to the following scale of allowances for travelling on duty:—(*G. I. F. D. No.* 1142, *dated* 24*th February* 1873, *and No.* 1050, *dated* 3*rd March* 1880.)

	At Rs.	
Agent, Governor General, Rajputana	15	Per diem for 4 months in the year.
Agent, Governor General, Central India	15	ditto 4 do. ditto.
Political Agent, Mandalay	7	ditto 1 month ditto.
do. do. Oodeypore	7	ditto 3 months ditto.
do. do. Jeypore	7	ditto 1 month ditto.
do. do. Jodhpore	7	ditto 4 months ditto.
do. do. Gwalior	7	ditto 1 month ditto.
do. do. Baghelcund	5	ditto 4 months ditto.
do. do. Bundelcund	5	ditto 2 do. ditto.
do. do. Bhopal	5	ditto 2 do. ditto.
do. do. Bhopawar	5	ditto 3 do. ditto.
do. do. Bhurtpore	5	ditto 3 do. ditto.
do. do. Harauti	5	ditto 4 do. ditto.
do. do. Munipore	7	ditto 3 do. ditto.
do. do. Western Malwa ...	...	Rs. 800 a year.
do. do. Goopa (including that of the Surgeon)	...	Rs. 600 a year.
2nd Assistant at Indore	5	Per diem for 4 months in the year.
3rd Assistant at Indore	5	ditto 4 do. ditto.
Assistant, Maunpore	5	ditto 4 do. ditto.
1st Assistant, Aboo	5	ditto 4 do. ditto.
2nd and 3rd Assistants, Aboo ...	5	ditto 4 do. ditto.
Assistant at Sujangarh	7	ditto 4 do. ditto.
Political Superintendent at Sirohi	6	ditto 4 do. ditto.
Assistant at Banswarra	5	ditto 2 do. ditto.
Assistant at Kotra	5	ditto 3 do. ditto.
Assistant at Kherwarra	5	ditto 3 do. ditto.
Joint Commissioner at Ladakh ...	7	ditto 6 do. ditto.
1st Native Attachee, Indore	5	ditto 4 do. ditto.
Native Assistant, Indore	5	ditto 4 do. ditto.

2. The Government of India ruled that the lump sum assigned by the Resolution of 1873, was intended to cover the entire travelling expenses of the offices of the Central Indian Agency. Mileage rates may be charged, under orders from the Agent, Governor General, by the Political Officers named in the Resolution for journeys at 8 annas a mile by road and 3 annas a mile by rail, provided that both rates are not charged for the same day.—(*G. I. F. D. No.* 1332, *dated* 21*st June* 1879.)

3. The Resident at Hyderabad must be reimbursed the travelling expenses he incurs while on tour, except

when travelling rapidly for special purposes, to a maximum limit of Rs 15 a day for the period of his tour. His bills for travelling allowances need not show details, but should be supported by a declaration in the following terms: "I certify that I have actually paid the amount of this bill on account of my personal travelling expenses."—(*G. I. F. D. No.* 2131, *dated the* 31*st July* 1877.)

4. The Native Attachee attached to the Rajputana Agency draws, while on tour with the Agent, at Rs. 5 a day.—(*G. I. F. D. No.* 729, *dated* 24*th May* 1879.)

5. The Officiating British Joint Commissioner at Leh is allowed to draw an allowance of Rs. 7 per diem, in addition to the local allowance of Rs. 150 per mensem, sanctioned in Foreign Department No. 1879P., dated 22nd August 1873.—(*G. I. F. D. No.* 2515, *dated* 7*th November* 1878.)

6. Subject to the general rules, as to the circumstances under which travelling allowance may be drawn, and the conditions under which travelling allowance at daily rates may be exchanged for mileage, the Resident at Nepal is entitled to travelling allowance at Rs. 5 a day for periods of absence from head-quarters on duty.—(*G. I F. D. No.* 881, *dated* 19*th February* 1880.) He is allowed to draw travelling allowance at mileage rate for the journey between Segowlie and Katmandoo. (*G. I. F. D. No.* 1567, *dated* 10*th July* 1879.)

7. If Oodeypore is considered the head-quarters of the Political Agent, Banswara, he may, during his absence from that place, draw travelling allowance at the sanctioned rates, in accordance with the prescribed rules.—(*G. I. F. D. No.* 2994, *dated* 10th *September* 1877.)

8. The Agent, Governor General, Rajputana, is authorised to pass travelling allowance to the Assistant at Sujangarh, for any period for which it may seem to him proper and necessary, so long as provision can be made within the budget allotments of his Administration.—(*G. I. F. D. No.* 1109, *dated* 9*th May* 1879.)

SECTION III.

Survey Department.

Officers employed in the Great Trigonometrical, Topographical, and Revenue Surveys, draw travelling allowance under the following rules :— F. D. No 704, dated 22nd Feby. 1866.

I.—The Surveyor General shall receive Rs. 10 per diem (*Financial Department No.* 603, *dated* 23*rd June* 1868), and the Deputy Surveyor General Rs. 8 per diem, when absent from head-quarters at Calcutta. F. D. No. 1314, dated 8th July 1866.

[*N. B.*—The Surveyor General is permitted to charge the usual mileage when actually on the move, and Rs. 10 during halts.—*Financial Department No.* 452, *dated* 21*st January* 1870.]

II.—Military officers of the grades of Deputy Superintendent and Assistant Superintendent, should draw travelling allowance at the rates of Rs. 5 and Rs. 4 per diem, respectively, when in the field.

III.—Uncovenanted officers in charge of survey parties will receive travelling allowance of Rs. 5 per diem ; and Surveyors, 1st grade, will receive Rs. 4 per diem ; Surveyors 2nd and lower grades, and Assistant Surveyors will receive Rs. 3 per diem, while in the field.

The Surveyor General is authorised to pass at his discretion full or half travelling allowances to officers of the Survey Department, while halting at one place for more than 10 days.—(*G. I. F. D. No.* 1158, *dated* 20*th June* 1879.)

IV.—Travelling or deputation allowances will not be granted when mileage allowances, or railway fare is drawn.

V.—Mileage allowance for journey on duty will be regulated on the following scale :—

	By dák.	*By rail.*
Commissioned Military Officers, and Uncovenanted Officers of rank not lower than that of Surveyors of the 1st grade ...	8 as. a mile	3 as. a mile.

	By dâk.	*By rail.*
Surveyors of the 2nd and lower grades, and Assistant Surveyors	4 as. a mile	2 as. a mile.
Sub-Surveyors, Military Medical Subordinates, and members of office establishments on monthly salaries of not less than Rs. 50	2 as. a mile	2nd class fare.
Less than Rs. 50, but not less than Rs. 12	1½ as. a mile	Allowances admissible to members of office establishments.—(*G. I. F. D. No.* 991, *dated* 15*th February* 1875.)
Less than Rs. 12— Jemadars, tindals, signallers, measurers, guards, chaprassees, khalassees, and other inferior servants on monthly salaries of less than Rs. 12 ...	1 anna a mile	

VI.—Officers travelling on duty by rail, when obliged to carry their tents with them, are permitted to charge the actual cost of carriage (by goods train) in a *bonâ fide* contingent bill, supported by a voucher of the necessity to send the tents by rail, and by a declaration that the amount of camp equipage and baggage of all descriptions for which carriage is charged, does not exceed 35 maunds for an officer in charge of a survey party; 25 maunds for an Assistant Superintendent and a Surveyor; and 15 maunds for Assistant Surveyors. The countersignature of the Superintendent of the branch of survey, to which the Surveyor belongs, will be requisite for these bills.

VII.—As an exceptional arrangement, officers when travelling on duty and taking their horses with them, the necessity for so doing being fully explained and admitted on each occasion, may recover the actual railway charge incurred on this account in a *bonâ fide* contingent bill, countersigned as in the preceding rule. In no case will more than two horses be allowed to be thus carried at the public expense for an officer in charge of a survey party, nor more than one horse for an assistant, whether military or civil. Under ordinary circumstances all horses should be sent to their destination by ordinary roads.

VIII.—The rules for journeys by sea or river are

laid down in Financial Department No. 2112, dated 7th August 1880.

Rule I and Rules IV to VIII are applicable to Deputy Surveyors General.

IX.—Engineer officers proceeding to join the Department from the Sappers, Surveyors joining from the Civil Engineering Colleges, and Assistant Surveyors from colleges or schools, will be granted travelling allowance at the mileage rates.

* * * *

XIII.—When the local travelling expenses are unusually great, Surveyors will be allowed to set aside a moiety of their ordinary travelling allowance to defray the expenses of providing camp equipage, and extra servants, and they may recover, by *bonâ-fide* contingent bills, whatever expenditure on account of carriage they may necessarily incur in excess of the remaining moiety of the allowance: provided always that the weight of camp equipage and baggage of all descriptions does not exceed 35 maunds for a Deputy Superintendent; 25 maunds for an Assistant Superintendent and Surveyor; or 15 maunds for an Assistant Surveyor, in districts where cart, camel, elephant, or bullock carriage is procurable, and that it does not exceed half those weights in districts where it may be necessary to employ coolies.

XIV.—Sub-Surveyors, apprentices, military medical subordinates, and members of office establishments (with the exception of inferior servants, such as jemadars, tindals, signallers, measurers, guards, chaprassees, and khalassees) are entitled to field allowance at $\frac{3}{10}$ths of salary while actually in the field.—(*G. I. F. D. No.* 991, *dated* 15*th February* 1875.)

XV.—The provisions of Rule XIII are extended to apothecaries, native surveyors, writers and doctors—the weight of camp equipage and baggage of all descriptions being limited (in districts where ordinary carriage is procurable) to 10 maunds for an apothecary; to 8 maunds for native surveyors, writers and doctors, whose salaries amount to Rs. 50 a month and upwards, and to 5 maunds for those whose salaries are less than Rs. 50; but in districts, where it may

be necessary to employ coolies, baggage and camp equipage must be limited to half the above-mentioned weights.

XVI.—When officers of the Survey Department are required to travel by rail, equipped for the field, they will be permitted to take with them at the public expense the number of servants allowed to be taken when similarly proceeding on duty by river steamers or sea-going vessels.

The practice hitherto of supplying camp equipage, and carrying the camp equipage and luggage of writers in the topographical and trigonometrical surveys at the public expense will cease under the new rules.

2. The travelling and other allowances to hospital assistants of the Madras and Bombay Presidencies, who may be attached to survey parties, under the Government of India, should be regulated by the rules in force in their respective presidencies.—(*G. I. R. A. C. D. No.* 100, *dated* 19*th February* 1879; *G. I. F. D. No.* 977, *dated* 26*th February* 1879.)

3. The travelling allowances of the Personal Assistant to the Surveyor General shall be regulated by his position as an officer in the graded list of the Survey Department.—(*G. I. F. D. No.* 469, *dated* 31*st January* 1879.)

4. The Government of India have sanctioned the continuance of the practice, hitherto in force in the Survey Department, of defraying a portion of the travelling expenses of menials attached to survey parties, when proceeding to their homes at the end of the field season, and returning to rejoin at the commencement of the next field season.—(*G. I., H., R. and A. D., No.* 139, *dated* 9*th April* 1880.)

Archæological Survey.

5. The Director General of Archæological Survey draws travelling allowance at Rs. 10 a day and his assistants at Rs. 5 a day.—(*G. I. F. D. No.* 681, *dated* 27*th May* 1871.)

6. The Director General of Archæological Survey is authorised to pass, at his discretion, full or half travelling

allowances to himself, and the other officers of the Department, while halting at one place for more than 10 days.—(*G. I. F. D. No.* 2166, *dated* 11*th August* 1879.)

Geological Survey.

The Superintendent of the Geological Survey is entitled to a permanent travelling allowance of Rs. 300 a month and horse allowance Rs. 60 a month.

Deputy and Assistant Superintendents of the Geological Survey are entitled to permanent travelling allowance at Rs. 100, and permanent horse allowance at Rs. 30 per month, each. These allowances may be drawn by absentees on privilege leave, provided they are not claimed by their substitutes. Deputy Superintendents are also entitled to Rs. 5, and Assistant Superintendents to Rs. 4 for every day actually spent in travelling, except, first when they travel not less than 200 miles by dâk to or from, a tract actually under Survey, and 2ndly, when they travel more than 200 miles to or from, such a tract by Railway. In the latter case they must be reimbursed Railway fare.

Native Apprentices of the Geological Survey are allowed travelling allowance at three-tenths of salary for the period during which they are absent from headquarters on duty minus periods for which they draw 4 annas a mile by road and 1½ annas by rail.—(*G. I. No.* 6033, *dated* 6*th October* 1874.)

SECTION IV.

Financial Department.

1. Officers of the Financial Department on transfer draw 8 annas a mile by dâk and 3 annas a mile by rail.—(*G. I. F. D. No.* 5166, *dated* 16*th October* 1863.)

[NOTE.—When an enrolled officer of the Financial Department is entitled to travelling allowance, on transfer from one appointment to another, the amount may, at the discretion of the head of the office which he is quitting, be paid to him in advance. No advance of pay may be given in such cases, except under special authority of the Government of India or the Comptroller General.—(*G. I. F. D. No.* 3630, *dated* 27*th October* 1876.)]

2. No officer of the Financial Department above the 6th class is entitled to conveyance charge for visiting the Currency Reserve Treasury. Actual conveyance hire may be charged by one who has already drawn it.—(*G. I. F. D. No.* 3516, *dated* 24*th October* 1878.) Those attached to the office of the Comptroller General on outside audit work draw at Rs. 25 a month.—(*G. I. F. D. No.* 198, *dated* 11*th January* 1873)

3. When an officer of the Financial Department is deputed by sufficient authority to attend any committee at a distance from his own station, he should be allowed, as if he were on inspection duty, his *bonâ fide* travelling expenses, and in addition thereto deputation allowance at the rate of Rs. 5 a day, during the period of his absence from head-quarters. *Bonâ fide* expenses in such cases do not include the cost of carriage and horses, or carriage hire at the station to which he is deputed. Such deputations should be reported to the Government of India.—(*G. I. F. D. No.* 3566, *dated* 24*th October* 1876.)

4. Officers of the Financial Department, deputed on inspection duty to visit local treasuries, are entitled to *bonâ fide* travelling expenses and a deputation allowance of Rs. 5 a day for the entire period of absence from their head-quarters.—(*G. I. F. D. No.* 7517, *dated* 30*th December* 1874.) When a clerk is deputed to inspect a treasury he may be granted a similar allowance, but a clerk should not be deputed on such duty, save under special circumstances and with the consent of the Local Government.—(*G. I. F. D. No.* 1863, *dated* 30*th June* 1875.)

[NOTE.—But a clerk in a Civil Account Office, deputed from his head-quarters on any duty other than that of inspecting treasuries is entitled to travelling allowance at $\frac{3}{10}$ths of his salary or 4 annas a mile, provided that both allowances are not drawn for the same day, and that his allowances for journeys by railway and voyages by sea or river shall be regulated by the rules for Members of office establishments generally.—(*G. I. F. D. No.* 4030, *dated* 9*th November* 1878.)]

SECTION V.

Revenue and General Departments.

1. Members of the Board of Revenue draw travelling allowance at 8 annas a mile by dâk and 3 annas a mile by rail For halts away from the head-quarters, they draw Rs. 10 a day: provided that the allowance shall not be drawn for a halt at a sanitarium or for more than the first week of a halt at any other place, and provided that halting allowance be not drawn for any day for which the mileage rate is charged. (*G. I. F. D. No.* 1745, *dated* 30*th June* 1875.)

2. A Commissioner of a Division in Bengal is entitled to a fixed travelling allowance of Rs. 250 a month.

3. The Commissioner of the Sunderbuns draws a fixed boat allowance of Rs. 100 a month, but when he proceeds to a distance of more than five miles from his head-quarters, he is entitled to travelling allowance at Rs. 5 a day, for the period of absence from head-quarters. (*G. I. F. D. No.* 257, *dated* 10*th February* 1857.)

NOTE.—Bills are passed on the counter-signature of the Board of Revenue.

4. Deputy Commissioners and Assistant Commissioners draw travelling allowance either at 8 annas a mile by road and 3 annas a mile by rail, or at Rs. 5 a day, but not at both rates for the same journey.

5. The Deputy Commissioner of Sonthal Pergunnahs draws travelling allowance at Rs. 250 a month, when absent from head-quarters. (*G. I. F. D. No.* 2876, *dated* 8*th October* 1864.)

6. The Deputy Commissioner of Darjeeling draws at Rs. 300 a month, when absent from head-quarters. (*G. I. F. D. No.* 38*G*, *dated* 8*th August* 1862.)

7. Extra Assistant Commissioners in the Sonthal Pergunnahs are entitled to travelling allowance at 8 annas a mile by road, and 1½ annas a mile by rail, or Rs. 5 a day for another five years, but not at both rates for the

same journey. (*G. I. F. D. No.* 1011, *dated* 10*th June* 1880)

8. Magistrate and Collectors and Assistant Magistrate and Collectors draw travelling allowance either at 8 annas a mile by road and 3 annas a mile by rail, or at Rs. 5 a day for the period of absence from head-quarters on duty, and not at both rates for the same journey. (*G. I. F. D. No.* 3228, *dated* 14*th August* 1855)

Note.—Mr. A. W. Paul, Survey Settlement Officer of Darjeeling, is entitled to draw travelling allowance at Rs. 10 a day as a special case. (*G. I. F. D. No.* 2720, *dated* 12*th December* 1878.)

9. When no special rules for the grant to Native Civilians of travelling allowances are prescribed by Government, the general rules regulating such allowances for Assistant Collectors, Assistant Magistrates or Assistant Commissioners apply to them, and their travelling allowances should be regulated accordingly. (*G. I. F. D. No.* 587, *dated* 17*th May* 1881.)

10. The Special Deputy Collectors, appointed for the Settlement of the Dooars, draw at the rate of 8 annas a mile, or Rs. 5 a day while employed on their present duty. (*B. G. No.* 1775*R.*, *dated* 8*th December* 1869)

Note.—Settlement Deputy Collector of Dacca (Deorah Survey) Baboo Parbati Churn Roy, draws travelling allowance at the rate of Rs. 150 a month. (*G. I. F. D. dated* 16*th August* 1877.)

11. Deputy Magistrate and Deputy Collectors draw travelling allowance, either at 4 annas a mile by road, and 1½ annas a mile by rail, or at Rs. 3 a day for periods of absence from head-quarters on duty, but not at both rates for the same journey. (*F. D. No.* 7970, *dated* 31*st December* 1858.

Note.—The rules contained in para 7 are applicable to all Deputy Magistrates and Deputy Collectors who are now stationed in, or may hereafter be appointed to, the Sonthal Purgunnahs. (*B. G. No.* 4358A, *dated* 2*nd October* 1880.)

12. Deputy Magistrate and Deputy Collectors deputed to serve on benches of Honorary Magistrates draw actual travelling expenses, when their expenses are certified by the Magistrate under the Commissioner's

signature to exceed the travelling allowance admissible to them by rule, and when the charge is a necessary one. Such actual expenses should include charges for locomotion only. (*G. I. F. D. No.* 1180, *dated* 17*th June* 1880.)

13. All officers who may, from time to time be employed on special duty as Examiners of Court fee stamps in the Record Rooms at the various districts in Bengal, draw an additional allowance of Rs. 150 a month inclusive of travelling allowance. (*G. I. F. D. No.* 1417, *dated* 28*th June* 1880.)

Sub-Deputy Collectors.

14. The following are the rules for regulating the travelling allowance of Sub-Deputy Collectors and Canoongoes.

(*a.*) When the distance travelled is 15 miles or less in the day, no travelling allowance is allowed in any case.

(*b.*) When the distance travelled is over 15 miles in the day, a daily rate of Re. 1-8 may be allowed.

(*c.*) When for special reasons it is necessary to proceed at a more rapid rate than 15 miles a day, and to undertake the journey by railway or by public conveyance,* a mileage rate of 4 annas by road, or 1½ annas by rail may be awarded: provided that the authority passing the bill has been satisfied that it was necessary to proceed at a specially rapid rate.

(*d.*) In all cases coming under Rule (*c*,) a certificate will be required from the District Officer that it was necessary to proceed at a specially rapid rate, and the journey was undertaken either by public conveyance* or by railway, as the case may be.

(*e*) When a Sub-Deputy Collector or a Canoongo is transferred from one Division or District to another on public grounds, and not at his own request, travelling allowance may be given under the terms of rule (*c.*)

The Divisional Commissioner is the final authority for passing such bills. (*G. I. F. D. No.* 1855 *dated* 23*rd July* 1881.)

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*For definition of "Public conveyance,"—see chapter I, Sec. I, para 2.

SECTION VI.

Judicial Department.

High Court Judges.

Judges of the High Court, Bengal, when on inspection and circuit duty, draw 1 Re. a mile by road, and 4½ annas a mile by rail, or a halting allowance of Rs. 15 per diem. (*G. I. F. D. No.* 5565, *dated* 16*th September* 1874.) They have the option to draw one rate of charge for the other, *i. e.*, the halting allowance may be drawn in lieu of the mileage rates. (*G. I. F. D. No.* 7492, *dated* 30*th December* 1874.)

Civil and Sessions Judges.

2. A District and Sessions Judge in Bengal when absent from head-quarters on inspection duty, draws Rs. 8 a day for the period of absence, or 8 annas a mile by road and 3 annas a mile by rail. (*B. G. No.* 1801, *dated* 26*th March* 1858, *Ibid No.* 4168, *dated* 17*th November* 1858.)

3. The Sessions Judges of Dacca, Rajshahye, Tipperah, Rungpur, Dinagepur, Sarun, Tirhoot and Bhagulpore draw Rs. 250 a month while holding Sessions away from their head-quarters. The Sessions Judge of Cuttack draws 8 annas a mile, while holding Sessions at Pooree or Balasore. (*G. I. F. D. order, dated* 19*th October* 1848.)

4. The Judge of 24-Pergunnahs is not allowed any travelling allowance while holding Sessions at Howrah. (*B. G. No.* 3019, *dated* 25*th July* 1874.)

Note.—Babu Brajendra Coomar Seal, Assistant Judge of Burdwan, draws travelling allowance at Rs. 150 a month for the period of his absence from head-quarters on duty. (*G. I, F. D. No.* 2266, *dated* 13*th August* 1880.)

Small Cause Court Judges.

5. A Judge in charge of two or more Courts of Small Causes in the Bengal Presidency, is entitled to the following allowances :—

(a.) Where the places at which the sittings of the

Courts are held, are connected by Railway, actual travelling expenses by rail for himself and of a servant. *(G. I. F. D. No.* 564, *dated* 31*st January* 1871.*)*

(b.) Where there is no railway, Rs. 5 per diem is allowed as travelling deputation allowance for the days occupied in travelling to and fro.

6. The Government of Bengal may grant 8 annas a mile or any less allowance, in any case in which the travelling allowance admissible under the above orders, to a Small Cause Court Judge for visiting an outlying Court is insufficient. (*G. I. F. D. No.* 3991, *dated* 16*th November* 1872.)

Note.—Babu Brojo Mohun Dutt, Officiating Judge of the Small Cause Courts of Ranaghat, Meherpore and Krishnagur, has been allowed to charge 8 annas a mile. (*B. G. No.* 663*A*, *dated* 11*th February* 1881.)

7. The Judge of the Small Cause Court of Dacca, who holds sittings at Moonsheegunge monthly, draws Rs. 5 for one day only for going to Moonsheegunge, and for one day for returning, on the occasion of each sitting. (*B. G. No.* 291, *dated* 19*th January* 1880.)

Subordinate Judges.

8. Subordinate Judges and Munsiffs in Bengal are entitled to draw travelling allowance at Rs. 3 a day, or 4 annas a mile by road and 1½ annas a mile by rail, but not at both rates for the same journey. (*B. G. No.* 945, *dated* 4*th May* 1860.)

9. When a Munsiff is required to leave his ordinary place of residence to hold his Court at a distance, and is thereby compelled to incur extra expenditure, he will be entitled to draw travelling allowance at Rs. 3 a day for the first month of his halt at any one spot, and half the allowance for the second and third months. After the third month his travelling allowance will cease altogether. (*B. G. No.* 2640*A*, *dated* 15*th May* 1878.)

(*a.*) The purpose of the journey in such cases is not acting for an absent Munsiff, but reducing the files of another Munsiff.

(*b.*) A Munsiff who is appointed to be in charge of two or more chowkeys in a District, having a head-quarters fixed at one of them, is entitled to these allowances when absent from

his head-quarters. For instance the Munsiff of Burdwan, Cutwa and Culna whose head-quarters is at Cutwa, is entitled to these allowances when absent on duty at Burdwan or at Culna.

(*c.*) When these allowances are drawn, travelling allowance at the mileage rate is not admissible from the date of departure from the officer's head-quarters to the date of his return thereto.

SECTION VII.

Excise Department.

The Abkary Superintendent of Calcutta draws travelling allowance at Rs. 5 a day. (*G. I. F. D., dated 3rd August* 1880.)

2. Travelling allowance is allowed to four special Excise Inspectors at 4 annas a mile, (to be reduced as usual for journeys by railway,) with retrospective effect from the dates of their appointment. (*G. I. F. D. No.* 3059, *dated* 21*st September* 1878.)

SECTION VIII.

Opium Department.

Opium Agents in Bengal draw actual expenses when absent on duty from head-quarters, on the understanding that the bills for such expenses are strictly scrutinized by the Board of Revenue and the Accountant General. (*G. I. F. D. No.* 557, *dated* 18*th May* 1878.)

2. Sub-Deputy Opium Agents are entitled to draw at 8 annas a mile by road and 3 annas a mile by rail, or Rs. 5 a day. (*G. I. F. D., No.* 2837, *dated* 31*st December* 1852.)

3. Assistant Sub-Deputy Opium Agents are entitled to draw at 4 annas a mile by road and 1½ annas a mile by rail, or Rs. 3 a day. (*G. I. F. D. No.* 697, *dated* 31*st May* 1876.)

4. Junior Officers of the Opium Department, attending lectures on Chemistry at Bankipur, are allowed travelling allowance to and from the place of lecture. (*B. G. No.* 20 *G. O. E., dated* 15*th May* 1873.)

5. Opium Officers employed from time to time in superintending the transport of opium at the Railway stations at Zumaneah and Howrah, are entitled to draw Rs. 3 per diem, provided no other travelling allowance is drawn for the period. *(G. I. F. D. No.* 2560, *dated* 29*th November* 1871.)

6. An Opium Factory assistant employed at Calcutta in superintending the unloading, removal, &c., of the opium chests annually brought down by the East India Railway, is entitled to draw travelling allowance at Rs. 3 a day for the period of absence from head-quarters, in addition to carriage allowance at Rs. 2 for each working day. An Opium Factory assistant similarly employed at Howrah, is entitled to the same travelling allowance and carriage allowance at Re. 1 a day. (*G. I. F. D. No.* 2113, *dated* 8*th August* 1873.)

7. Halting allowance for more than ten days' halt at one place is admissible to all Opium officers when employed on settlement or weighment duties. (*B. G. No.* 437T, *dated* 6*th June* 1878.)

SECTION IX.

Education Department.

The Director of Public Instruction in Bengal is entitled to draw at 8 annas a mile by road, and 3 annas a mile by rail, and halting allowance at Rs. 4 a day for halts away from his head-quarters up to a maximum of Rs. 50 for each halt.—(*G. I. F. D., dated* 18*th May* 1855.)

2. Inspectors of schools are entitled to the same rate of travelling allowance as above. (*G. I. F. D., dated* 18*th May* 1855.)

3. Assistant and Joint Inspectors of schools are entitled to draw 6 annas a mile by road and 1½ annas a mile by rail, and halting allowance at Rs. 2-8 a day. (*G. I. F. D. No.* 3595, *dated* 31*st December* 1879.)

4. Deputy Inspectors of schools are entitled to draw 4 annas a mile by road and 1½ annas a mile by rail and halting allowance at Re. 1 a day. (*G. I. F. D. No.* 7053, *dated* 21*st May* 1861.)

5. Sub-Inspectors of schools are entitled to draw 3 annas a mile by road and 1 anna a mile by rail, and halting allowance at 8 annas a day. (*B. G. No.* 73, *dated* 7*th January* 1873.)

6. Sub-Inspectors of schools, who were appointed before the year 1873, are entitled to the same rate of travelling allowance as mentioned in para 4.

7. The travelling allowance of the Deputy Inspector of schools, Backergunge, is fixed at Rs. 2-8 a day for the days actually spent on tours of inspection from the head-quarters. (*B. G. No.* 71, *dated* 9*th January* 1879.)

8. The Sub-Inspector of schools of Bagirhaut in the District of Jessore draws at the rate of Rs. 40 a month as travelling allowance.

Note.—One-third of the travelling allowance of the Sub-Inspector of schools of Ungool Banki and Dhenkennah in the District of Cuttack is paid from the Estate of Dhenkennah. (*B. G. No.* 2607, *dated* 22*nd August* 1878.)

9. Educational Officers of the graded classes draw 8 annas a mile by road and 3 annas a mile by rail on transfer and when proceeding to pass an examination in the colloquial vernacular of the district in which they are employed.

10. Officers of the Subordinate Educational Service draw 4 annas a mile by road, and 1½ annas a mile by rail.

11. Educational Officers appointed by the Secretary of State are entitled to draw travelling allowance, for joining their first appointment, from Calcutta.

12. The Inspectress of girls' schools draws a travelling allowance of Rs. 30 per mensem, while she visits schools in Calcutta, and the usual allowance of 4 annas a mile by road and 1½ annas a mile by rail out of Calcutta, but she is not allowed to draw both rates for the same day. (*B. G. No.* 2015, *dated* 31*st October* 1876.)

13. The Deputy Inspector of schools, Calcutta, draws

a fixed travelling or palkee allowance of Rs. 25 a month in lieu of other allowances. (*G. I. F. D. No.* 1518, *dated* 28*th February* 1878.)

14. The Teachers of drawing and surveying of the Barrackpur, Baraset, Calcutta, Howrah, Ooterparra and Hooghly Normal schools draw travelling allowance of one-fifth of their pay.

15. Circle Pundits and Head Masters of Model schools, when transferred from one circle or school to another in the interests of the Public Service, are allowed actual travelling charges incurred up to a limit of 3 annas a mile.

SECTION X.

Registration Department.

The Inspector General of Registration is entitled to draw travelling allowance at 8 annas a mile by road and 3 annas a mile by rail, and halting allowance at Rs. 5 a day. (*B. G. No.* 3304, *dated* 26*th May* 1865.)

2. Inspectors of Registration draw travelling allowance at 8 annas a mile by road and 3 annas a mile by rail, or Rs. 5 per diem. (*B. G. No.* 2347, *dated* 9*th August* 1871.)

3. Sub-Registrars draw travelling allowance at 4 annas a mile by road and 3 annas a mile by rail; but when they are in charge of two or more Sub-Districts, they draw a fixed travelling allowance of Rs. 50 a month, if the Sub-Registry Offices are not situated in a line of Railway; and if they are, the allowance is limited to Rs. 25 a month. (*B. G. No.* 5637, *dated* 19*th October* 1867.)

4. Rural Sub-Registrars are not entitled to travelling allowance except under special orders of Government.

SECTION XI.

Jail Department.

The Inspector General of Jails, Bengal, draws a fixed travelling allowance of Rs. 250 a month. *(G. I. F. D. No.* 731, *dated* 31*st January* 1874.*)*

2. Superintendents of Central Jails draw travelling allowance at 8 annas a mile by dâk and 3 annas a mile by rail.

Note.—The Superintendents of the Central Jails of Bhagulpore and Midnapur draw conveyance allowance of Rs. 50 per mensem. *(B. G. No.* 3988, *dated* 2*nd December* 1878.*)*

The Superintendent of the Alipore and Russa Jail is entitled to a conveyance allowance of Rs. 50 per mensem. *(B. G. No.* 862*P.*, *dated* 3*rd May* 1881.*)*

3. Superintendents of Jail Manufactures draw the same rate of travelling allowance as mentioned in paragraph 2. *(B. G. No.* 2487, *dated* 7*th July* 1877, *and G. I. F. D. No.* 1026, *dated* 29*th June* 1877.*)*

4. Assistant Superintendents of Jails draw like Superintendents of Jails.

5. The following are the rates of travelling allowance for European Warders or Assistant Jailors and Native Warders, when they travel from one station to another, whether for joining their first appointment, or on transfer, in the interests of the Public service, from one appointment to another without promotion :—

(*a.*) For European Warders or Assistant Jailors, 4 annas a mile by road and 2nd class fare for the distance travelled by rail.

(*b.*) For Native Warders, 3rd class fare for journeys by rail, and batta at 4 annas a day in addition to their pay and in lieu of mileage allowance for the part of the journey otherwise performed ; the charge being passed at the discretion of the Jail Superintendent to whom the Warder is sent, and every possible means being adopted to prevent loitering on the journey. The charge should never be passed for a period in excess of the joining time allowable under the rules. *(G. I. F. D. No.* 921, *dated* 23*rd February* 1880.*)*

SECTION XII.

Police Department.

The rates of travelling allowance of Police Officers are—

Inspector General ...	...	Rs.	10	a day.
Deputy Inspector General	...	„	6	„
District Superintendent	...	„	5	„
Assistant District Superintendent		„	4	„

These rates are drawn during a march or while under canvas. More than 10 days' halt at one place is inadmissible, but as an exception to the rule, a Police Officer when compelled to halt at a place, even beyond his jurisdiction, for a period exceeding that for which halting allowance is granted under the rules, in order to superintend the Police arrangements at fairs, durbars, agricultural exhibitions, &c., draws full halting allowance: provided that he attaches to his bill a certificate countersigned by the Magistrate of the District, in which the fair or durbar, &c. was held, to the effect that his presence at the place was necessary for the duties he had to perform.

2. The following rules regulate the travelling allowances, on occasions of temporary absence from head-quarters on duty, of Police officers above the rank of Inspectors throughout India, except in the Bombay Presidency, where different rates prevail :—

I.—An officer is entitled to travelling allowance at the authorized daily rate for every day that he is absent from head-quarters.

II.—If on any day an officer travels 20 miles or more, he is entitled for that day, in lieu of the daily rate, to the authorized mileage rates. Mileage rates may also be allowed for the whole of a continuous journey of 20 miles or more, even though it occupies parts of different days: provided that the daily rate may not be drawn for a journey for which mileage rates are so charged.

III.—An officer, when obliged to carry with him tents, horses and orderlies by river steamer or rail-

way, may recover the actual cost of their carriage up to the following limits :—

	Weight of Tents— Maunds.	No. of horses.	No. of orderlies.
Inspector General ...	35	3	4
Deputy Inspector General .	35	3	2
District Supdt. or Assistant Superintendent ...	25	2	1

If the destination of the Inspector General is more than 50 miles from his head-quarters, he may also charge freight of one conveyance. (*G. I. F. D. No.* 2990, *dated 6th September* 1877.)

Note.—The Inspector-General of Police is not permitted to charge for the carriage of tents and horses by rail, unless it is shown to have been impracticable to send his horses by ordinary marches, and unless the railway fare for himself, servants and tents, and his own marching expenses, all put together, exceed the established travelling allowance drawn for the whole journey.

3. No Police officer who is already in receipt of tentage may be reimbursed the cost of carrying tents by railway or steamer under the orders of the 28th February 1877. Whenever, under these orders as thus modified, a Police officer transferred from one station to another is allowed to recover freight on his tents, or horses, or both, the weight of the tents and the number of the horses on account of which such recovery is made shall not exceed the limits prescribed in rule III. of F. D. No. 2990, dated 9th September 1877.

Note.—Rule III only imposes a limit to the powers of sanction enjoyed by Local Governments under the orders in *G. I. F. D. No.* 1168, dated 28th February 1877, and this sanction is still necessary before a Police officer can recover the costs, within the limits laid down, of the carriage of his tents and horses by rail or steamer when transferred from one station to another. (*G. I. F. D. No.* 4085, *dated* 31*st October* 1877.) In Bengal the power of sanction has been delegated to the Inspector General of Police. (*G. I. F. D. No.* 3259, *dated* 18*th October* 1880.)

4. District and Assistant Superintendents of Police are not entitled to draw travelling allowance when they travel on duty by road less than 20 miles from their head-quarters in one day. But if the journey be a continuous one, and they are not required to return on

the day the journey is made, *i. e.*, if the journey involves absence of more than one day from head-quarters, travelling allowance is drawn even if the distance be less than 20 miles. (*G. I. F. D. No.* 3188, *dated 9th October* 1879.)

5. When a Police Officer, marching with his camp and drawing the daily allowance for a journey of not more than 20 miles, is suddenly compelled on an emergency to travel on duty rapidly to his head-quarters or elsewhere, leaving his camp standing, he may be allowed to draw mileage allowance for any distance over 20 miles travelled from his camp in addition to the halting allowance, so long as carriage is maintained, on the understanding that such a case will be determined on a consideration of the necessity of the circumstances by the Inspector-General.

Note.—When actually out under canvas an officer may employ a tent khalasee at Rs. 6 per mensem. His pay and railway fare when necessary should be charged in a contingent bill.

6. For journeys by private river steamer, Police Officers draw actual travelling expenses, and for journeys by boat they draw travelling allowance at 8 annas a mile.

7. Police officers of a lower rank, officiating for officers of a higher rank, are entitled to draw the allowance of the higher rank. But officers only temporarily in charge of the higher office, can only draw the allowance of their substantive rank.

Note.—An Assistant Superintendent of Police in independent charge of a district, whether permanently or temporarily, is authorized to draw travelling allowance as if he were a District Superintendent of Police. (*G. I. F. D. No.* 2426, *dated* 31*st August* 1878.)

8. Police Officers when required to travel over the line of rail to enquire into the cases, are allowed to ride in the break-van of any of the goods train on payment of the ordinary 1st class fare, provided they furnish the Station Master of the station from whence they proceed with a certificate to the effect that they are travelling on special duty, and that it is actually necessary for them to travel by goods train in the discharge of such

duty. This certificate is to be handed to the Guard who will attach it to his reports.

9. Actual travelling expenses are not admissible to an officer transferred from one station to another, and it is important that no precedent should be afforded for any innovation in this respect. But if an officer is ordered to proceed to a distant station so quickly that he is obliged to send his tents and horses by rail or steamer, there is no objection to the Local Government allowing him by a special order to recover the actual cost of their carriage in addition to his authorized travelling allowance. (*G. I. F. D. No.* 139, *dated* 24*th April* 1877.)

10. A Police Officer whether Covenanted or Uncovenanted, not below the rank of Assistant District Superintendent of Police, cannot draw halting allowance when transferred from one appointment to another, or when attending an examination. But when he travels by water he is entitled to draw his full travelling and halting allowances paying for his own boat and crew.

11. Travelling allowance bills of Assistant Superintendents should be countersigned by District Superintendents.

12. The amount of the District Superintendent's and Assistant District Superintendent's bills, taken together, for each month must never, except under special sanction from the Inspector-General's Office, exceed one-twelfth of the sum allotted to the district in the budget under this head, and except in respect of any sum which may be drawn for an officer's journey from another district and as laid down in the next paragraph.

13. On the 1st November of each year, District Superintendents will report the savings which have occurred under this head in the previous eight months of the year, to the office of the Inspector-General. The Inspector-General will make a fresh allotment of the sum remaining available. In calculating these savings all sums which have been drawn, whether for officers joining from other districts, or otherwise must be taken into account.

14. Officers are enjoined not to put the State to unnecessary expense by absenting themselves from their head-quarters when their presence is not absolutely called for in the interior of their districts, nor is it desirable that District Superintendents should inspect their Police stations oftener than twice a year, as their general duties at head-quarters will demand their close and unceasing personal attention.

Executive Force.

15. Police Officers, below the rank of Assistant Superintendent, are not allowed any travelling allowance. Their pay is considered to include horse allowance. But Inspectors, when transferred from one appointment to another on the public service, are entitled to 4 annas a mile by road and 1½ annas a mile by rail. The actual cost of the conveyance of the necessary baggage in the case of police-men performing any kind of escort duty in their own districts, excluding the cases of those employed in regular police enquiries, or on transfer from one Police station to another shall be charged in a contingent bill.

16. When, however, it may be necessary for an officer of the executive force to proceed on duty beyond the limits of the district to which he is attached, he may charge the actual and reasonable travelling expenses incurred by him in proceeding beyond his jurisdiction and whilst employed there.

17. Police Officers should not be deputed to perform duties in districts other than their own, when those duties can be equally well performed by the Police of the other districts.

18. Inspectors and Sub-Inspectors when detached beyond the limits of their jurisdiction (*i. e.*, beyond the limits of the division in case of Inspectors, and station in case of Sub-Inspectors) on special or extraordinary duty other than the prosecution of cases occurring within those limits, will receive their actual travelling expenses. The bill for such expenses should be accompanied by a certificate by the District Superintendent that it was for the benefit of the public service

that the officer was so detached. This bill will be countersigned by the Magistrate.

19. No travelling allowance is permissible to an Officer when he goes, in the ordinary course of his duty, beyond the limits of his own station, but within his own district in the investigation of cases that have occurred within his own jurisdiction.

20. Officers drawing Rs. 50 and upwards a month, are entitled to travel in 2nd class carriage by rail and to charge carriage hire when necessary. Officers drawing less than Rs. 50 should travel in 3rd class carriage and are not entitled to charge carriage hire unless specially authorized so to do.

21. Executive officers drawing Rs. 50 a month and upwards, when proceeding on duty by steamer, are entitled to passage under the general rules.

22. The travelling expenses of Police officers attending Courts, as witnesses or prosecutors, will be calculated not from the boundary, but from the head-quarters of the jurisdiction of the Police officers concerned, except in those particular cases in which the presiding officer of the Court might see reason to rule otherwise.

23. European and Eurasian officers are permitted to include in their bill for actual expenses, charges exclusively for use of dâk bungalows or hotels. Such charges are not to include diet expenses.

24. The District Superintendent should certify, when countersigning the bill, that the charges were necessary and incurred *bonâ-fide* on public service. The bill should then be submitted to the Inspector General in duplicate and the amount of it should not be drawn until the return of the original bill duly examined and countersigned as in the case of District and Assistant District Superintendents.

The spirit of rules contained in paras 7 and 8 regarding the travelling expenses of District Superintendents and Assistant District Superintendents, should be made applicable so far as is possible to the Executive Force.

25. Government Police Inspectors are also allowed to travel by Goods-Train on payment of 2nd class fare

and on furnishing the required certificate signed by their superior Officers or District Superintendents.

26. Executive Police Officers transferred from one district to another, on the public service, may be granted advances, not exceeding a month's pay, when really necessary to enable them to meet their travelling expenses.

Ministerial Officers.

27. Ministerial officers of the Police Department draw travelling allowance under the general rules, see Sec. XVII.

28. The Members of the Police Office Establishment of the Cooch-Behar Division draw the same rate of travelling allowance, as laid down in Sec. XVII., para. 9.

29. The travelling charges of Ministerial Officers should be included in the bill for similar charges of the Executive Force.

30. It is not considered necessary that District Superintendents should, when travelling rapidly, have any ministerial establishment with them. Provision is therefore made in the district budgets for the travelling allowance of one mohurir only during the cold weather tour. The bulk of the sum allowed under the head "Travelling allowance of Ministerial Officers and of the Executive Force" is intended for the travelling charges of the Executive Police on duty in other districts.

Approver.

31. An Approver, who may have to move his family with him when transferred from one district to another, is entitled to a travelling allowance of ten pice a day.

Government Railway Police.

32. The Assistant Inspector General of Government Railway Police travels by rail with a free pass and draws Rs. 8 for every night he is absent on duty from head-quarters. (*G. I. F. D. No.* 1144, *dated* 10*th June* 1871.)

33. European and Native Inspectors of the Railway Police draw Rs. 2, and annas 12 respectively for every night of their absence from head-quarters on duty, the

charge being debited 70 per cent to the Railway and 30 per cent to Government. (*G. I. F. D. No.* 1238, *dated* 28*th February* 1877.)

SECTION XIII.

Medical Department.

Subject to the general rules as to the circumstances under which travelling allowance may be drawn, the Surgeon General, Bengal, may, at his option, draw either the allowance of Rs. 7-8 a day, or 8 annas a mile travelled by road during the entire period of his absence from head-quarters, but not both. But for journeys by railway, steamer, or other public conveyance, the daily rate may be exchanged for mileage rate or actual fare, under the operation of the Resolution in the Finance Department No. 88, dated 20th February 1880. (*G. I. F. D. No.* 173, *dated* 23*rd April* 1881.)

2. The rates of travelling allowance for Civil Surgeons are 8 annas a mile by road and 3 annas a mile by rail, or Rs. 5 a day. The Local Government may impose restrictions upon the duration and frequency of the journeys of a Civil Surgeon.

3. A Civil Surgeon may draw, while halting, daily allowance; and while travelling either mileage, or if specially permitted by the District officer, daily allowance; provided that daily allowance may in no case be drawn for any day on which travelling allowance is drawn. (*G. I. F. D. No.* 177, *dated* 24*th April* 1880.)

4. A Civil Surgeon, when required to visit public officers and establishments, more than five miles away from his head-quarters, is entitled to travelling allowance as above, but when required to visit the families of public officers professionally in the interior of a district, no travelling allowance can be passed unless specially allowed by Government. (*G. I. F. D. No.* 5736, *dated* 28*th June* 1860.)

5. When a Civil Surgeon is required to go beyond the limits of his charge in order to appear as a witness in

any judicial proceeding, he shall draw both the salary of his office and the local allowances attached thereto, without prejudice to the claim of his *locum tenens* to draw these allowances. (*G. I. F. D. No.* 1905, *dated* 29*th March* 1877.)

Note.—The Civil Surgeon of Lohardugga is granted a horse allowance of Rs. 25 a month for inspecting the coolies' depôt at Ranchi and this is charged to the Inland Labour Transport Fund. (*G. I. F. D. No.* 706, *dated* 11*th February* 1880.)

6. When a Medical Officer, other than a Civil Surgeon or an Officer in medical charge of a Civil Station, is summoned to give evidence in a Criminal Court touching the result of a *post-mortem* or other Examination conducted by him in cases not falling within the ordinary discharge of his duties, he shall receive a fee of Rs. 16 in addition to the usual expenses payable to witnesses. (*G. I. F. D. No.* 2208, *dated* 26*th July* 1869.)

7. The Officer in medical charge of the camp of a Lieutenant-Governor on tour, is entitled to travelling allowance either at Rs. 5 a day or at 8 annas a mile for the whole period of the tour, unles he performs any part of the tour at a rate of more than 50 miles a day, in which case he is entitled to 8 annas a mile for every day on which he travels more than 50 miles a day, and to the choice between that allowance and the daily allowance of Rs. 5 for the rest of the tour. The mileage must be reduced for journeys by rail. The travelling allowance must clearly be withheld for any period during which an officer travels at the expense of Government. (*G. I. F. D. No.* 4159, *dated* 26*th October* 1875.)

8. Medical Officers visiting dispensaries draw 8 annas a mile by dâk and 3 annas a mile by rail.

9. Medical Officers deputed into the interior of the district to report on epidemics and to superintend vaccination, draw travelling allowance.

10. Uncovenanted Medical Officers in charge of Civil stations draw travelling allowance at the same rates and under the same conditions as Covenanted Civil Surgeons. (*G. I. F. D. No.* 2295, *dated* 25*th April* 1867.)

11. The Deputation allowance of Rs. 5 a day, sanctioned in F. D. No. 1336, dated 23rd June 1877 for Veterinary Surgeons attending horse fairs, is admissible to them while on duty at the fairs, and not for the period occupied by the journeys to and from the fairs. For their journeys they are entitled to travelling allowance. (*G. I. F. D. No.* 273, *dated* 13*th August* 1880.)

12. Assistant Surgeons when required to visit public officers or their establishments in the interior of a district, draw 4 annas a mile by road, and 1½ annas a mile by rail and 3-10ths of their salaries for halts, and when required to visit dispensaries at the head-quarters of Sub-divisions, they likewise draw batta at 3-10ths, of their salaries. (*G. I. F. D. No.* 1478, *dated* 31*st July* 1868.)

13. Assistant Surgeons, when transferred from one appointment to another, are entitled to draw 4 annas a mile by road, and 1½ annas a mile by rail. (*G. I. F. D. No.* 668, *dated* 15*th February* 1879.)

14. An Assistant Surgeon if called upon to afford medical aid to the pupils of a Normal School in Bengal, draws a conveyance allowance of Rs. 20 a month. (*G. I. F. D. No.* 1434, *dated* 6*th March* 1868.)

15. Assistant Surgeons proceeding to pass their septennial examinations are not entitled to travelling allowance. (*G. I. F. D., dated* 7*th March* 1854.)

Note.—The Assistant Surgeon in medical charge of the Chittagong Hill Tracts draws travelling allowance like a Civil Surgeon. (*G. I. F. D. No.* 412, *dated* 28*th January* 1881.)

16. The following Rules regulate the travelling allowance of Hospital Assistants (Civil and Military) employed in Bengal. (*B. G. No.* 1097, *dated* 14*th March* 1878.)

(1.)—For ordinary journeys within the district, at the rate of 3-10ths of monthly pay, which commences as soon as the journey is begun.

(2.)—When ordered to proceed by dâk, actual expenses within the limit of 4 annas a mile.

(3.)—When employed on special duty, an allowance at the rate of 3-10ths of monthly salary for the whole period of absence, except when travelling under special orders by dâk.

(4.)—When transferred from one station to another, actual fare by rail or steamer, and 2 annas a mile by road.

(5.)—When proceeding to pass a departmental examination, 2 annas a mile by road and actual railway fare with a free return passage, if the examination is successfully passed. If they fail to pass, they must defray their expenses back to the stations whence they came. (*G. I. F. D. No.* 489, *dated* 25*th January* 1878.)

17. Hospital Assistants when travelling from the Military to the Civil Department and *vice-versâ*, are allowed actual fare by rail or steamer, and 2 annas a mile by dâk instead of marching batta.

18. When required to travel more than 5 miles from the head-quarters to conduct *post mortem* examinations, Hospital Assistants draw travelling allowance at the above rates. (*G. I. F. D. No.* 1962, *dated* 25*th March* 1873.)

19. Hospital Assistants attached to the Geological Survey Department, proceeding on duty to the field and returning to station, are entitled to actual fare by rail or steamer, and 2 annas a mile by road. (*G. I. F. D. No.* 1027, *dated* 14*th June* 1879.)

20. Local Governments are competent to authorize any rates of travelling allowance to Hospital Assistants when deputed to the interior of districts, or when ordered to proceed by dâk, not exceeding the rates authorized for ministerial officers of the corresponding rank or pay in the Civil Department. (*G. I. F. D. No.* 522, *dated* 25*th May* 1871.)

21. Hospital Assistants employed in the Civil Department are entitled to the same advantages as those with regiments, in regard to travelling allowances when proceeding on sick leave. (*G. I. F. D. No.* 6479, *dated* 10*th November* 1874.)

Note.—This order applies to the cases of Military Hospital Assistants only, *i. e.* Hospital Assistants who belong to the Military branch of the Subordinate Medical Service and are subject to Military Rules in respect to *leave* and *pension*. Hospital Assistants of this class retain the privilege, although lent to the Civil Department for civil duties. (*G. I. F. D. No.* 1822, *dated* 12*th December* 1879.)

The Rules regarding the travelling allowance of Hospital Assistants proceeding on sick leave from their corps or regiments are as follows:—(*G. I. F. D. No.* 457, *dated* 13*th August* 1875.)

(*a*)—General Order Military Department No. 364, dated 8th April 1868 (*G. I., dated* 11*th April* 1868, *p.* 541) rules that Native Commissioned and Non-commissioned officers and soldiers of the Native Army, are entitled to free conveyance when travelling from station to station by railway and Government steamers on medical certificate, whether in the Presidency to which they may belong or beyond its limits.

(*b*)—General Order Military Department No. 1061, dated 15th November 1870 (*G. I., dated* 12*th November* 1870, *page* 778) quotes letter of the Secretary of State No. 241, dated 6th October 1870, authorizing the grant to the same class of officers on sick leave of a free conveyance by private steamer, whether by river or sea, if no Government steamer be available, and if it be certified by the Medical officer that a passage by that route is absolutely necessary.

(*c*)—General Order by the Commander-in-Chief No. 237, dated 5th September 1870, extends, with the sanction of Government, the provisions of the order No. 364 of April 1868 in clause (a) quoted above, to Native Doctors attached to a corps.

(*d*)—General Order by the Commander-in-Chief No. 195, dated 2nd August 1872, extends the indulgence of a free conveyance with return passage by railway to the above mentioned classes of officers who may have proceeded to their homes on leave on medical certificate.

(*e*)—Para 15 of the regulations for the transport of troops by railway (published by the Quarter Master General of the Bengal Army in 1871) rules that Apothecaries, Hospital Assistants and Native Doctors are to be provided with seats in 2nd class carriages when proceeding by rail.

(*f*)—Hospital assistants are not entitled to any allowance when travelling to their homes by road. (*G. I. F. D. No.* 2459, *dated* 13*th August* 1875.)

22. Native Doctors who are required to give Medical aid to the pupils of a Government Normal School are entitled to a permanent conveyance allowance of Rs. 10 a month in addition to any allowance admissible to them.

23. Native Medical pupils receive a free passage or travelling allowance at the usual rates admissible to their class, for journeys to and from the Medical College, as well as for joining their first appointment after passing the preliminary Examination (*G. I. F. D. No.* 1802, *dated* 8*th July* 1869); and when a free passage cannot be provided, they may draw their actual expenses within reasonable limits. (*Ibid No.* 522, *dated* 25*th May* 1871.)

Note.—The usual rates appear to be third-class fare by rail and Rs. 2 a month marching batta, a distance of 15 miles being considered a day's journey.

24. Medical pupils are only probationers and are not entitled, when going on sick leave, to the free passage granted to Hospital assistants. (*G. I. F. D. No.* 2385, *dated* 19*th November* 1875.)

25. Local Governments and Administrations are empowered to sanction for compounders and dressers in civil employ, travelling allowances at rates not exceeding those prescribed for members of office establishments. (*G. I. F. D. No.* 3021, *dated* 30*th September* 1878.)

26. A Warrant Medical Officer when holding an appointment in the Survey Department under the Government of India, is entitled to travelling allowance under the rules prescribed for that Department, and when holding any other Civil appointment, for which a scale of travelling allowance has been specifically sanctioned by the Government of India, is entitled to travelling allowance on that scale. Any other Warrant Medical Officer in Civil employ is entitled, subject to the general rules for officers in Civil employ, to travelling allowance at 3-10ths of the pay of his grade for periods of absence from headquarters, or at 4 annas a mile travelled, provided that the

allowance shall not be drawn at both rates for the same day. (*G. I. F. D. No.* 3037, *dated* 20*th December* 1878.)

Vaccine Department.

27. The Superintendent of Vaccination of the Ranchi Circle draws Rs. 150 a month for six months during the period of Vaccination. (*G. I. F. D., dated* 24*th September* 1867.)

Note.—Tajamul Hussein, Duputy Superintendent of Vaccination, Darjeeling Circle, is allowed travelling allowance at $\frac{1}{3}$rd of his pay during the vaccinating season as a special case. (*B. G. No.* 1800, *V. S., dated* 17*th December* 1874.)

28. The Superintendent of Vaccination of the Metropolitan Circle, Bengal, draws Rs. 5 a day, but when inspecting the Eastern or Dacca Circle he draws 8 annas a mile by dâk, and 3 annas a mile by rail, and actual passage money by steamer, in addition to Rs. 5 per diem during the period of absence. (*B. G. No.* 4557, *dated* 12*th October* 1873.)

Note.—Travelling Allowance at Rs. 30 per month is sanctioned for the following Deputy Superintendents of Vaccination.

Assistant Surgeon,	Probode Chunder Bose,	Metropolitan	Circle.
"	Prosonno Coomar Dey,	Ranchi	Ditto.
"	Nogendra Nath Gupto,	Darjeeling	Ditto.

(*B. G. No.* 1273, *dated* 23*rd April* 1878.)

29. The Deputy Superintendent of Vaccination, Sonthal Pergunnahs, draws Rs. 50 a month for six months during the vaccinating season. (*B. G. No.* 1267, *dated* 30*th March* 1876.)

30. The Superintendent of Vaccination, Orissa Circle, draws travelling allowance at 4 annas a mile.

31. Vaccinators, employed in the Metropolitan Circle, and Vaccinators in Calcutta, draw travelling allowance for 6 months at three-tenths of their pay.

32. Vaccinators not belonging to any Vaccination Circle, when deputed into the interior of districts on the outbreak of small-pox, draw an extra allowance of Rs. 10 a month in lieu of travelling allowance. (*G. I. F. D. No.* 505, *dated* 19*th January* 1872.)

33. Vaccinators of Darjeeling, Ranchi, Sonthal Pergunnahs, Orissa and Behar Circles are entitled to travelling allowance at the rate of three-tenths of their pay during the working season. (*B. G. No.* 1303, *dated 8th December* 1880.)

34. Vaccinators in the Eastern Bengal Circle are entitled to the same travelling allowance as those employed in the Metropolitan Circle. (*B. G. No.* 388, *dated 26th January* 1876.)

Note.—Vaccinating season continues from 1st October to 31st March each year. (*B. G. No.* 389, *dated 26th January* 1876.)

SECTION XIV.

Ecclesiastical Department.

The following rules regulate the travelling allowances of Chaplains. (*G. I. F. D. No.* 1653, *dated 7th August* 1868, *No.* 2924, *dated 13th September* 1878, *and No.* 1480, *dated 4th July* 1879):—

I.—Travelling allowance at 8 annas a mile by road, and 3 annas a mile by rail is allowed to a Chaplain, who has already no charge, for his joining a station to which he may be appointed either substantively or officiating ; also to a Chaplain on his permanent transfer from one appointment to another under the orders of Government, and not at his own request.

II.—If while absent on privilege leave, a Chaplain is required to perform duty for an absentee at a station other than his own, he will draw travelling allowance at 8 annas a mile by road, and 3 annas a mile by rail from his own station to that at which he is required to do duty.

III.—Travelling allowance at 12 annas a mile by road and 3 annas a mile by rail is drawn by a Chaplain sent to officiate at other stations, or visiting out-stations : provided he proceeds more than 5 miles from his head-quarters if in receipt of conveyance allowance, or further than 3 miles if not in receipt of that allowance.

This rule is applicable to Chaplains of the Church of Scotland, Clergymen of the Additional Clergy Society, Missionaries of the Society for the propagation of the Gospel and the Church Missionary Society and Roman Catholic priests when visiting out-stations.

Note.—"Sent to officiate" means sent to do duty without relinquishing charge of his own.

Bills for travelling allowance for visiting out-stations should be passed on the Chaplain's making a declaration that the journey has been performed, and producing an order of the Bishop or Commissary of the Diocese authorizing him to make the journey. (*G. I. F. D. No.* 3133, *dated* 18*th October* 1867.)

IV.—If a Chaplain or any other person to whom Rule III. applies, obtains a free pass on any railway for visiting a Railway station on the line, his travelling allowance by rail will be limited to 1½ annas per mile.

V.—A Chaplain officiating at a station to which a conveyance allowance is attached, will draw that allowance during his stay at that station.

VI.—A Chaplain may exchange the mileage admissible under Rule III. for an allowance of Rs. 6 a day for the period of absence from his principal station, but should he do so, he will not be entitled to any conveyance allowance under Rule V.

VII.—A Chaplain in receipt of conveyance allowance for a station, will forfeit it when absent from the station on leave, but not when visiting another station and retaining substantive charge of his own.

2. A Chaplain is not entitled to travelling allowance when called away to solemnize a marriage. (*G. I. F. D. No.* 4546, *dated* 23*rd October* 1871.)

3. When visiting the presidency at the citation of the Bishop, Chaplains draw 3 annas a mile by rail or Rs. 5 a day for the journey there and back. (*G. I. F. D. No.* 2022, *dated* 14*th July* 1875.)

4. A Chaplain travelling 10 miles to bury people is entitled to travelling allowance. (*G. I. F. D. No.* 3976, *dated* 10*th October* 1869.)

5. The extension of Rule XIX. of the following rules (regarding travelling allowance to Roman Catholic Bi-

shops and Priests) to Chaplains of the Church of Scotland, and to Presbyterian Clergymen ministering to British troops, has been sanctioned :—

Rule XVIII.—Travelling allowance at the rate of twelve annas a mile by road and three annas a mile by rail is allowed to a priest sent on a periodical visit to an out-station, provided he proceeds further than five miles if in receipt at his own station of conveyance allowance, or further than three miles if not in receipt of that allowance.

Rule XIX.—Travelling allowance under the preceding article is also admissible to a priest in receipt of a salary from Government, when deputed by competent Government authority to visit a civil station at which there are at least twenty British-born Roman Catholic natives of Great Britain and Ireland resident and in the service of Government, but not when deputed to a civil station at which there are not twenty of the above class of Government servants, though there may be a large number of Government servants of that persuasion but not natives of Great Britain and Ireland: such visits are to be limited by the local Governments to three, four, six, eight or twelve a year, according to the distance or facility of communication between the two stations. (*G. I. F. D. No.* 2154, *dated* 21*st April* 1876, *forwarding extract of Home Dept. Progs. No.* $\frac{5}{111}$, *dated* 14*th March* 1876.)

6. Clergymen of the church of Scotland are allowed the usual travelling allowance for going to Dum-Dum twice a week to visit the Hospitals and hold Divine service at that station, or to minister to the spiritual wants of the Presbyterian portion of H. M.'s Regiments stationed there. (*G. I. F. D., dated* 24*th August* 1866.)

7. When a Roman Catholic priest ministers to the spiritual wants of soldiers of that persuasion at Fort William at the Bhowanipur Military Hospital, he draws a conveyance allowance of Rs. 30 a month. (*G. I. F. D., dated* 10*th July* 1867.)

8. The Senior Chaplain of St. Andrew's Kirk, Calcutta, draws Rs 50 a month as conveyance allowance. (*G. I. F. D., dated* 30*th April* 1868.)

9. The two Chaplains of St. Paul's Cathedral, Calcutta, draw each a conveyance allowance of Rs. 50 a month for performing the clerical duties of the Great Jail and House of Correction. (*G. I. F. D. No.* 2726, *dated* 3*rd October* 1865.)

10 Roman Catholic priests are not entitled to travelling allowance for joining the station to which they are appointed, nor to any salary during the period of transit as they are not Government servants. (*G. I. F. D., dated 28th February* 1863).

11. The Archdeacon, when on visitation, draws an extra allowance of Rs. 250 a month, and the usual travelling allowance at 8 annas a mile by road and 3 annas a mile by rail. (*H. D. No.* 5216, *dated 25th September* 1862.)

12. The Domestic Chaplain to the Lord Bishop of Calcutta draws, when on tour, an extra allowance of Rs. 250 a month. (*G. I. F. D. No.* 2923, *dated* 31*st October* 1870.)

13. Senior and Junior Chaplains of the Church of England doing duty with a Field Force draw tentage, the former at Rs. 120 and the latter at Rs. 75 a month. (*G. I. F. D. No.* 2238, *dated* 23*rd April* 1868.)

14. Chaplains of the Church of Scotland, set apart for Regimental work, draw a tentage allowance of Rs. 75 per month from the date of their transfer to the Military Department. No travelling allowance at a mileage rate is granted on transfer from one Regiment to another in lieu of the tentage allowance. (*G. I. F. D., dated* 28*th July* 1864.)

15. When a Chaplain is attached to the camp of the Governor General, he draws Rs. 175 a month, besides actual expenses incurred in proceeding to the place where the camp is formed and returning thence when the camp breaks up.

SECTION XV.

Meteorological Department.

The Meteorological Reporter to the Government of Bengal is entitled to travelling allowance at 8 annas a mile by road, and 3 annas a mile by rail, and halting allowance at Rs. 4 per diem. (*B. G. No.* 5393, *dated November* 1868.)

2. Meteorological Observers in Bengal draw travelling allowance like Native Doctors at 2 annas a mile. *(G. I. F. D. No.* 3272, *dated 8th September* 1869.)

3. The Meteorological Reporter to the Government of India draws travelling allowance like the Meteorological Reporter to the Government of Bengal, but his office is temporary.

SECTION XVI.

Miscellaneous.

The Protector of Emigrants and the Superintendent of Labour Transport, Calcutta, draw Rs. 60 each as conveyance allowance.

2. The Medical Inspector of Emigrants draws Rs. 60 a month as conveyance allowance. (*B. G. No.* 1560, *of* 1861.)

3. Inspectors of labourers are entitled to Rs. 10 a day for periods of absence from head-quarters. (*B. G. No.* 2452, *dated 23rd April* 1870.) Assistant Inspectors of labourers draw Rs. 5 a day.

4. Assessors of License Tax in the interior, draw travelling allowance as Deputy Collectors *i. e.*, Rs. 3 per diem; but no mileage allowance. (*B. G. No.* 73, *dated 13th March* 1880; *No.* 232, *dated 13th September* 1880.)

5. The Assistant Shipping Master of Calcutta draws a fixed allowance of Rs. 30 a month, for visiting ships in his official capacity, in lieu of actual travelling expenses.

6. The Deputy Shipping Master will be passed his usual actual travelling expenses as hitherto. (*B. G., dated 21st June* 1879; *G. I. F. D. No.* 1712, *dated 16th July* 1879.)

7. Officers of the Marine Department, when required to proceed on detached duty, may be allowed actual messing expenses not exceeding Rs. 4 a day. *(G. I. F. D. No.* 3261, *dated 27th September* 1873; *Ibid No.* 64, *dated 8th July* 1879.)

8. The Assistant Conservator of Chittagong draws travelling allowance at Rs. 1-8 per day. (*B. G. No.* 3875, *dated 6th August* 1868)

9. Port Officers transferred from one appointment to another or travelling on duty are entitled to draw travelling allowance on the condition under which it is admissible to officers in the Civil Department and at following rates :—

	Officers mentioned in Sec. III. of the Preamble.	Others.
For journeys performed otherwise than by railway ...	8 annas ...	4 annas.
Ditto by a Guaranteed Railway ...	3 annas ...	1½ annas.
Ditto by a State Railway	double 1st class fare ...	Double 2nd class fare.
Ditto by sea or in river steamer ...	1st class passage ...	2nd class passage.

(*G. I. F. D. No.* 1985, *dated 29th July* 1879.)

Note.—The Officers mentioned in Sec. III. of the Preamble are—

(1) Port Officer at Calcutta.
(2) Dy. Port Officer at Calcutta
(3) 1st Assistant Port Officer at Calcutta

10. A Port Officer temporarily absent from his head-quarters on duty is entitled to a halting allowance at Rs. 4 a day if he is a senior, and Rs. 3 a day, if he is a junior Port Officer. (*G. I. F. D. No.* 2571, *dated 31st August* 1880.)

SECTION XVII.

Subordinate and Ministerial Officers.

When any person is employed temporarily by competent authority as an extra servant in any establishment, he is entitled to travelling allowance under the rules applicable to Public Servants of the corresponding rank employed permanently in that Establishment. (*G. I. F. D. No.* 2375, *dated 17th August* 1878.)

2. Members of Office Establishment are entitled to $\frac{3}{10}$ths of their salaries for periods of absence from head-quarters,

with the exception of the period occupied by the journey. If their superiors certify that they were required for public reasons to perform the journey by dâk, cart or boat, they must be reimbursed their actual travelling expenses for such journeys up to a maximum of 4 annas a mile. *(G. I. F. D. No.* 3173, *dated* 30*th September* 1872; *Ibid No.* 828, *dated* 24*th February* 1881.)

3. Mombers of the Office Establishments of the Courts of the District Judges of Cuttack, Rungpur, and Tipperah are reimbursed their actual travelling expenses for journeys performed otherwise than by rail, and draw $\frac{3}{10}$ths of their salaries for halts away from head-quarters. *(G. I. F. D. No.* 589, *dated* 8*th February* 1866.*)*

4. The Amlahs of the Judge of Cooch Behar draw actual travelling allowance when performing journeys by dâk. *(G. I. F. D. No.* 389, *dated* 16*th January* 1875.)

5. The Clerk of the Additional Judge of 24-Pergunnahs is allowed actual conveyance hire between Alipur and Howrah when the Judge holds Sessions at the latter place. *(G. I. F. D. No.* 1279, *dated* 26*th February* 1865.)

6. Perambulating Establishments of Small Cause Courts in Bengal draw the same travelling expenses as the Establishments on tour with District and Sub-Divisional officers. *(G. I. F. D. No.* 2764, *dated* 3*rd September* 1875.*)*

7. Clerks of the Office of the Superintendent of the Hill Tracts in Chittagong are entitled to a special allowance equal to $\frac{1}{3}$rd of the salaries for the rainy season in addition to 3-10ths.

8. Dearah Survey Establishment is entitled, in lieu of 3-10ths of pay, to draw Rs. 8 or Rs. 12 a month according as the monthly salaries are less or not less than Rs. 16.

9. Ministerial Officers of the Cooch Behar and Rajshahye Divisions are entitled to draw the halting allance at the following rates :—

If their monthly salaries are more than Rs. 50	...	....	$\frac{3}{10}$ths of salary.

Neither more than Rs. 50 nor less than Rs. 35	...	....	$\frac{1}{2}$ of salary.
Less than Rs. 35	....	...	$\frac{2}{3}$ of salary.
Peons	...	...	Rs. 2 per month.

(*B. G. No.* 1549, *dated* 14*th April* 1874.)

Note.—The Duftry and Jamadar of the Commissioner's Office draw $\frac{3}{10}$ths of their wages when at Darjeeling. (*G. I. F. D. No.* 2610, *dated* 21*st October* 1877.)

10. Clerks accompanying the Director of Public Instruction in Bengal on tours of inspection, are allowed to take luggage by rail, the freight of which does not exceed double the ordinary 2nd or 3rd class Railway fare to which they are entitled under rule. (*G. I. F. D. No.* 3115, *dated* 31*st October* 1866.)

11. The Clerks of the Educational Committees of the Districts of Hazareebagh, Hooghly, Julpigoorie and Lohardugga are entited to draw travelling allowance at the rate fixed for Sub-Inspectors of schools. (*B. G.* 649, *dated* 21 *December* 1880. *Ibid: No.* 302, *dated* 26*th April* 1880, *Ibid No.* 429, *dated* 24*th June* 1880. *Ibid No.* 44, *dated* 18*th January* 1881.)

12. Clerks and servants of the Inspector of schools, Behar Circle draw halting allowance at the usual rates for such period exceeding 10 days as it may be found requisite to employ their services at Hooghly. (*B. G. No.* 2950, *dated* 27*th August* 1878.)

13. The Forest officer, Khoorda, draws travelling allowance at 4 annas a mile up to Rs. 50 a month. (*B. G. No.* 2656, *dated* 25*th August* 1880.)

14. The Second Writer in the Office of the Superindent of the Botanical Gardens in Calcutta and Chincona Plantations in Bengal, is allowed a travelling allowance of Rs. 50 for each journey from Calcutta to Darjeeling and back, and Rs. 20 a month for the period of his stay at Darjeeling. (*G. I. F. D. No.* 941, *dated* 13*th February* 1875.)

15. The rates of travelling allowance of Tehsildars appointed to the Cooch Behar District are as follows :—

(1.) The rates allowed to Deputy Magistrates and Deputy Collectors of Rs. 3 a day or 4 annas a mile, to the Tehsildars employed in the Terai Sub-Division, and

(2.) Re. 1-8 a day, the rate allowed to Sub-Deputy Collectors, to the Tehsildars at the Sudder and Damesung Sub-Divisions, and those at Julpigoori Dooars in connection with work for which the Divisional Commissioner may consider that travelling allowance should be granted. The Tehsildars last mentioned will not be entitled to any mileage rate. (*B. G. No.* 2271, *dated* 10*th November* 1874.)

16. The members of the Khoorda Settlement Officer's Establishment draw 2 annas a mile for travelling by dâk.

17. A Clerk in a Civil Account Office deputed from his head-quarters on any duty other than that of inspecting treasuries, is entitled to travelling allowance at 3-10ths of his salary or 4 annas a mile: provided that both allowances may not be drawn for the same day, and that his allowances for journeys by railway and voyages by sea or in river steamers be regulated by the rates for members of office establishment generally. (*G. I. F. D. No.* 4030, *dated* 9*th November* 1878.)

18. Ministerial officers attached to the Establishment sanctioned for the Survey of Nizamut Lands may halt for more than 10 days at one place in Districts other than Moorshedabad. (*B. G. No.* 826 P, *dated* 28*th April* 1881.)

SECTION XVIII.

Travelling Allowances of Complainants and Witnesses attending Criminal Courts.

Witnesses attending Mofussil Criminal Courts in furtherance of the interests of Government, shall be paid according to the scale given below, and never at the instance of the complainant, in which case the complainant must pay the expenses.

(*a*)—For ordinary labouring classes, 2 annas a day and Railway ticket lowest class.

(*b*)—For those who belong to a higher rank, 4 annas a day, and Railway ticket 3rd class.

(*c*)—For superior classes, 2nd class Railway fare and subsistence allowance not exceeding Rs. 3 a day.

(*d*)—For Doctors, Pleaders, &c., special allowance according to circumstances.

(*e*)—For Government servants.—Actual travelling expenses only.

In Eastern Bengal where no Railway exists, and where the only mode of travelling is by water and road, the actual expenses up to a maximum limit of Rs. 2 per diem for boats, and 4 annas a mile for travelling by road may be paid. (*G. I. F. D. No.* 3024, *dated* 31*st August* 1871.)

2. The number of days which should be allowed for the passage to and fro, will be determined in each case by the officer ordering the payment.

3. The expenses of Complainants and Witnesses coming from the Mofussil to attend Criminal trials before the High Court on the Original Side, shall be payable at the rates specified below :—

(*a*)—Travelling and conveyance allowance to Europeans, Eurasians, and Natives—

	1st Class.	*2nd Class.*	*3rd Class.*
If by dâk	8 annas per mile.		
If by steamer (including mess)	Actual expenses.	Actual expenses.	Actual expenses.
If by rail	1st class fare.	2nd class fare.	3rd class fare.
Conveyance hire for the days of actual attendance at the High Court	Actual expenses not exceeding Rs. 3 per diem.	Actual expenses not exceeding Rs. 3 per diem.	Nil.

Purdah-women when travelling by rail in a detached compartment are allowed any necessary extra expense that may be incurred by them for that purpose.

(*b*)—Subsistence allowance to Europeans and Eurasians—

	1st Class.	*2nd Class.*	*3rd Class.*
Dâk Bungalow and hotel expenses by the way when travelling by dâk or by rail	Actual expenses not exceeding Rs. 4 per diem.	Actual expenses not exceeding Rs. 2 per diem.	Actual expenses not exceeding Re. 1 per diem.

	1st Class.	2nd Class.	3rd Class.
Boarding expenses in Calcutta	Actual expenses not exceeding Rs. 6 per diem.	Actual expenses not exceeding Rs. 3 per diem.	Actual expenses not exceeding Re. 1 per diem.

(c)—Subsistence allowance to Natives—

	1st Class.	2nd Class.	3rd Class
Both when travelling and while in Calcutta ...	Actual expenses not exceeding Rs. 3-8 per diem.	Actual expenses not exceeding Rs. 3 per diem.	Actual expenses not exceeding Re. 1 per diem.

For witnesses following a profession, such as medicine or law, not being Government Servants, a special allowance may be made by the presiding Judge according to circumstances. All payments to complainants or witnesses under these rules shall be made by the Commissioner of Police, Calcutta. The Commissioner of Police shall make payments to complainants or witnesses under these rules in all cases without receiving any order from the High Court, provided that in any case the Court may disallow, if it thinks fit the expenses of any complainant or witness appearing before it.

In any case in which the Court disallows the expenses of any complainant or witness, notice of such disallowance shall be communicated immediately to the Commissioner of Police.

Mofussil Magistrates shall make advances to complainants and witnesses, and shall report the fact to the Commissioner of Police, who shall refund the amount advanced to the Magistrates. *(G. I. No.* 3132, *dated* 27*th September* 1878.*)*

SECTION XIX.

Allowances while on duty on the Hills.

Secretaries, Under-Secretaries and other officers above the grade of clerk in attendance on the Lieutenant-Governor of Bengal, on tour, are not allowed to draw any extra allowance while residing at any Hill Station or Sanitarium. (*F. D. No.* 203, *dated* 19*th April* 1875.) They are entitled to actual travelling expenses from Calcutta to Darjeeling. (*B. G. No.* 521, *dated* 25*th August* 1879 ; *Ibid. No.* 2303, *dated* 25*th August* 1879.)

2. The following scale of travelling allowances for clerks, who accompany the Local Government to Darjeeling, has been sanctioned by the Government of Bengal (*B. G. No.* 57, *dated* 10*th May* 1881), subject to confirmation of the Government of India :

For Assistants drawing a salary of Rs. 400 and over	Rs.	80	0
Do. drawing a salary of Rs. 50 and up to Rs. 400	„	50	0
Clerks drawing less than Rs. 50...	„	40	0
Menial Servants, Peons, &c.	„	13	0

These allowances are intended to cover, in the case of the three higher grades, the railway fare of the clerks and their servants, freight for a reasonable amount of luggage and other expenses.

3. Members of the Press establishment at Darjeeling are also entitled to travelling allowances according to the above scale.

SECTION XX.

Rules regarding debit of travelling allowance.

The general rule is that the travelling allowance of an officer is chargeable to the same head as his salary, except in cases of travelling allowance for attending Examinations, which is debitable to the head "Miscellaneous." The allowances of an officer transferred from the service of one Administration to that of

another, shall be paid by the latter from the date on which he gives over charge of his former office.—(*G. I. F. D. No.* 2250, *dated* 21*st July* 1875.)

Note.—When any officer, who would not ordinarily draw travelling allowances, becomes entitled to them by reason of his employment on census work, such allowances shall be charged against the census grant, and not against any Provincial revenues. (*G. I. F. D. No.* 64, *dated* 22*nd April* 1881.)

2. The allowances of a Military Officer transferred from military to civil duty, shall be paid by the Civil Department from the date on which he gives over charge of Military duty, and when a Military Officer is transferred from civil to military duty, his allowances shall cease to be payable in the Civil Department from the date on which he relinquishes charge of his civil duty. This rule applies to the case of an officer transferred from one department to any other department.—(*G. I. F. D. No.* 3329, *dated* 27*th September* 1875). The word "allowances" here includes travelling allowances.—(*G. I. F. D. No.* 3593, *dated* 23*rd October* 1876.)

3. When a public officer is called away from his duty to give evidence in any Court (Civil or Military), the pay and allowances admissible to him during the period of his absence, shall be debited to that department which would bear the charge if the officer were on duty.—(*G. I. F. D. No* 4788, *dated* 31*st December* 1872.)

APPENDIX I.

House allowance to Officers in charge of Sub-Divisions.

1. When there is no Government residence at the Sub-Division, Covenanted Officers draw Rs. 5 a day, and an Uncovenanted Officer Rs. 3 a day for the first three months. After three months they draw Rs. 50 a month until accommodation is provided for them.

2. If during the three months when the daily allowance is drawn, an officer leaves his head-quarters and marches in the interior of the district on duty, the daily allowance drawn in lieu of House-rent will cease, but he will be allowed Rs. 50 a month in addition to the mileage or daily allowance to which he may be entitled under the rules when out in camp.

3. If an officer in charge of a Sub-Division vacates his residence for any extensive repairs or alterations to the building, between the 1st April and the 1st of November, he will be entitled to the allowance which would be drawn by an officer of the Sub-Division at which there is no Government residence, *i. e.*, Rs. 5 or 3 for the first 3 months and Rs. 50 afterwards.

4. The Public Works Department will always endeavour to make repairs between the 1st of November and the 1st of April, when the Sub-Divisional Officer can reside in his tent and when he will draw no allowance unless he is out in the interior of the district on duty.

5. When Assistant, or Deputy Magistrates and Collectors are deputed to the interior of their districts on duty which enables them to make their temporary residence at a Sub-Division or elsewhere, and which does not require constant marching about, they draw full travelling allowance according to the rates for the first month of their halt at one place, and half the rates for the second, third and subsequent months. After the third month the halting allowance is to cease. This will not interfere with their right to draw full mileage rates during the second, third and subsequent months for those days on which they may be marching on tours of inspection, &c.

APPENDIX II.

Simla Travelling Allowances.

Government of India.—Department of Finance and Commerce.

No. 680—SIMLA, THE 19TH MAY 1881.

RESOLUTION.—The Governor General in Council has decided that, from the beginning of the season 1881, Allowances to Officers of all grades, excepting Inferior Servants not employed in the Government Press, who are required to accompany the Head-Quarters of the Government of India to and from Simla, shall be granted in accordance with the following Rules :—

I.—TRAVELLING ALLOWANCE.

(*Personal Travelling Allowance.*)

(*a.*)—To every Covenanted Civil Servant and Commissioned Military Officer, and every other officer whose salary is not less than Rs. 400 a month,—3 annas a mile by railway, and 8 annas a mile by road ; subject to a certificate that the Officer has travelled by railway first class, or that he has spent for the transit of himself, his family, and his personal luggage the whole amount claimed.

(*b.*)—To every other Officer not being an Officer employed in the Government Press Establishment at Simla—

(1)—if his salary is not less than Rs. 50 a month,—1½ annas a mile by railway, and Rs. 40 for the entire journey by road each way ;

(2)—if his salary is less than Rs. 50 a month,—Rs. 100 for each journey.

(*c.*)—To Officers employed in the Government Press Establishment at Simla, as follows :—

(i)—To a Superintendent (except the General Superintendent,) whose case is met by Clause (*a*), Examiner, Foreman or Section-Holder, and Clerk—

(1) If his salary is not less than Rs. 100 a month,—Rs. 142 for each journey ;

(2) If his salary is less than Rs. 100, but not less than Rs. 50 a month,—Rs. 100 for each journey.

(ii)—To Copyholders, Compositors, Distributors, Pressmen, Dufteries, &c., whatever be their salary, and all other employees whose salary is less than Rs. 50 a month,—Rs. 40 for each journey.

[NOTE.—The time allowed for the Journey will be fixed by the Superintendent within a maximum of ten days.]

(*Family Travelling Allowances.*)

(*a*).—An Officer above the grade of Clerk, whose salary does not exceed Rs. 1,500 a month, may charge for his wife and for his children, Travelling Allowance as follows, in accordance with and under the conditions of the 4th Edition of the Simla Allowance Rules :—

Rs. 150 for his wife and for each child residing with and wholly dependent on him not less than twelve years old; Rs. 75 for each child less than twelve, but not less than three years old :

Provided that his aggregate Travelling Allowances shall not exceed Rs. 850.

(*b*).—A Clerk, not being a Clerk in the Government Press, may draw for his wife and for his children residing with him and wholly dependent on him, Travelling Allowances as follows, in accordance with and under the conditions of the Rules in the 4th Edition of the Simla Allowance Rules :—

	For wife and for each child not less than twelve years old.	For each child less than twelve but not less than three years old.
	Rs.	Rs.
(i) If his salary is not less than Rs. 400 a month ...	150	75
(ii) If his salary is less than Rs. 400 a month, but not less than Rs. 50 a month	115	55
(iii) If his salary is less than Rs. 50 a month ...	100	50

Provided that the Travelling Allowances of a Clerk and his family shall not exceed—

for a Clerk whose salary is not less than Rs. 400 a month	850
for a Clerk whose salary is less than Rs. 400, but not less than Rs. 50 a month	600
for a Clerk whose salary is less than Rs. 50 a month.	500

(*c*).—An Officer who is unmarried, or a widower, having a mother or an adult sister wholly dependent on him, and residing with him, may charge for her as for a wife.

II.—Maintenance Allowances.

The Family and Special Maintenance Allowances prescribed in the 4th Edition of the Simla Allowance Rules may be granted under the conditions of those Rules.

III.—House Rent.

House-Rent in accordance with Rules 21, 22, 23, and 24 of the 4th Edition of the Simla Allowance Rules may be granted to the Officers therein named.

2. As regards the Travelling and other Allowances of Inferior Servants employed otherwise than in the Government Press Establishment at Simla, and as regards "Advances of Pay," &c., and "Deputation Allowances," the Rules in the 5th Edition of the Simla Allowance Rules will continue to be in force.

3. As regards all other matters, the 5th Edition of the Simla Allowance Rules is withdrawn, and a fresh edition of the Rules will be issued shortly. But any Officers who, having elected the Rules in the 5th Edition, is at present drawing allowances under those Rules, may, at his option, continue to be subject to those Rules for the remainder of the present season.

4. The Governor-General in Council further directs that, in supersession of all Rules now in force on the subject, the Rules herein laid down for the Officers of the Government of India be, from the year 1881, applied, with such modifications as local circumstances may render advisable, to Officers who are required to accompany the several Local Governments to Hill Stations or other Sanitaria, including Poona, and that all Local Rules be revised accordingly.

5. The Rules laid down in this Resolution are liable to alteration, should such a course be deemed necessary in consequence of changes in the circumstances of the yearly move to Hill Stations or other Sanitaria, and the conditions of residence there.